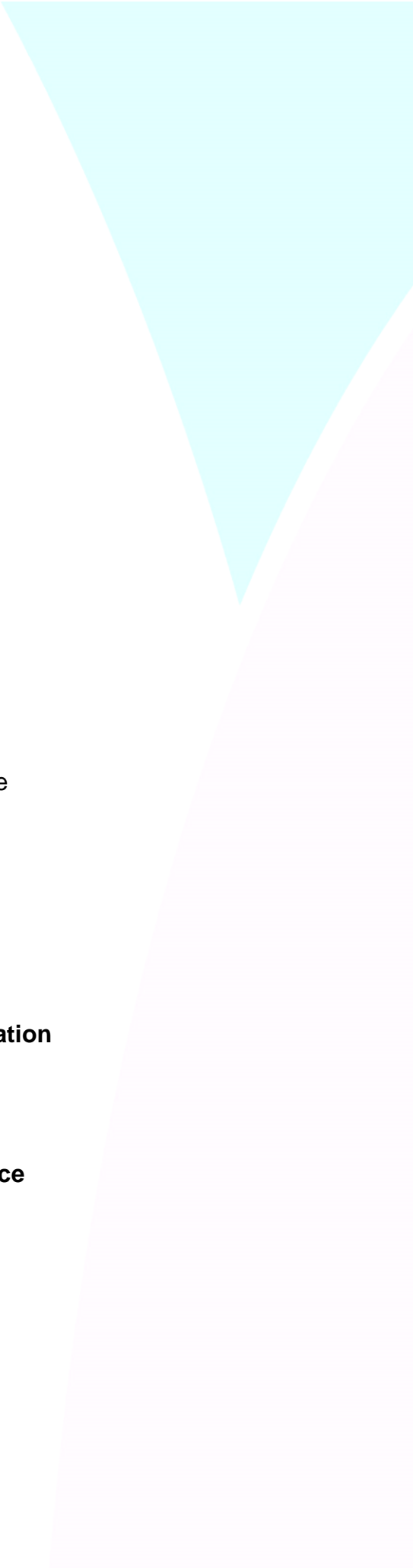




The North Carolina State Government Internship Program 2015

Application Deadline Friday, January 16th (Post marked)



Submit application materials to:
North Carolina Internship Program
Youth Advocacy and Involvement Office
1319 Mail Service Center
Raleigh, N.C. 27699-1319
Telephone: (919) 807-4400

State of North Carolina
Pat McCrory, Governor

North Carolina Department of Administration
Bill Daughtridge, Jr., Secretary
Dee Jones, Chief Operating Officer
Bill Bryan, Deputy Secretary

Youth Advocacy and Involvement Office
Stephanie Nantz, Executive Director

www.ncyaio.com

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North Carolina State Government Internship Program

Introduction

Created in 1969, the North Carolina State Government Internship Program provides students with professional work experience that connects their classroom experiences and potential career choices. The Youth Advocacy and Involvement Office (YAIO), an advocacy agency within the North Carolina Department of Administration, coordinates the program.

Interns work 40 hours a week for a 10-week period, earning \$8.25 an hour. They participate in meetings, educational tours and other activities designed to broaden their perspective of public service and state government. There are up to 70 internship positions available during the summer at various state agencies located throughout North Carolina. Projects and interns are screened and selected by the North Carolina Internship Council.

Interns are encouraged to seek academic credit for the internship, but the student is responsible for making such arrangements and should determine the specific procedure at her/his academic institution. The Internship Council reminds all applicants that the intent of the Internship Program is to provide a variety of opportunities for students to learn about public service professions. The program is not designed to compete financially with private industry.

Eligibility Requirements

- ◆ An applicant must be a permanent North Carolina resident attending a college, university, law school, community college or technical institute in North Carolina or a North Carolina resident attending an equivalent institution out of state.*
- ◆ Applicants must carry a 2.5 or greater overall grade point average on a 4.0 scale.
- ◆ Applicants must have graduated from high school and subsequently completed their sophomore year of college before beginning the internship. Community college students must have at least their first year completed before beginning the internship.
- ◆ Applicants must be continuing their education in the fall following their participation in the program.
- ◆ To qualify for a law internship, applicants must have completed at least one year of law school before the beginning of the internship, unless other majors are listed.
- ◆ Students having previously held paid internships with the Youth Advocacy and Involvement Office are not eligible to apply.
- ◆ Applicants must be willing and able to work full-time for the entire 10-week internship. Applicants must be able to provide legal proof of identity and work authorization within three working days of employment.

* Factors considered when determining North Carolina residency include but are not limited to tuition/grant status, length of residency (must be a permanent resident of North Carolina for the 12 months preceding the date of application), permanent address/phone, and/or state issuing driver's license/ID.

Students having limited career-related experience are strongly encouraged to apply since the program is designed to offer career development opportunities to deserving individuals.

Application Process

Please review the following application instructions carefully. Applications that do not meet the stated requirements will not be considered. If you have questions or need assistance, you may contact the YAIO at (919) 807-4400.

An application form can be downloaded from: www.ncyaio.com. Applications must be completed and postmarked by Friday, January 16, 2015. **Late applications will not be considered.**

Applicants may apply for up to five internship projects. To apply, applicants must submit the following materials:

Required Application Materials

- ◆ North Carolina State Government Internship **application forms**.
- ◆ **Cover letters** outlining the reasons you are interested in each project for which you apply. Address cover letters to the North Carolina Internship Council or to Stephanie Nantz, Executive Director. Your cover letter must include a **bulleted list of projects** for which you are applying, including project numbers and titles.
- ◆ Professional **résumés**.
- ◆ One copy of **transcripts for all post-secondary grades**. An unofficial student copy, obtained from your school's website or registrar, is acceptable. Transcripts must verify current overall GPA.
- ◆ Graduate and law students should submit an official schedule/course list if current grades are not available. Law students should include their current class rank when possible. If you have attended more than one college/university, include a transcript for each; graduate/law students should include undergraduate transcripts.
- ◆ Brief **legal writing samples (law students only)**. Limit sample to three pages. Include a copy for each law project to which you apply. Writing samples exceeding three pages will not be accepted.
- ◆ **Mailed paper application materials are required**. E-mailed or faxed applications will not be accepted. All applications must be postmarked by Friday, January 16, 2015. Applications postmarked after this date will not be considered. Sorry, no exceptions. Mail all materials in **ONE** envelope.

IMPORTANT

In addition to the original application, an additional individual application form, cover letter and résumé is required for each project to which you apply. For example, if you are applying for five projects, you will need one original application, transcripts, résumé and cover letter, plus five additional sets (application, résumé and cover letter), totaling six sets of materials. Thus, you should always submit one more application form, résumé and cover letter than the total number of projects for which you apply. The original application is reviewed by the Internship Council and remains in your application file at YAIO; additional application sets are sent by YAIO to each project supervisor for review. You may tailor each cover letter to the individual project if desired. Cover letters may be addressed to the North Carolina Internship Council or to Stephanie Nantz, Executive Director, Youth Advocacy and Involvement Office.

Submit all application materials by mail (in one envelope) to:
North Carolina State Government Internship Program
Youth Advocacy and Involvement Office
1319 Mail Service Center
Raleigh, N.C. 27699-1319

Application Status and Placement Offers

Applicants will receive correspondence regarding their application status and placement offers via e-mail. Please include both a primary and alternate e-mail address on your application. Please check both accounts frequently, including spam and junk mail files.

Selection Process

The State Government Internship Program is historically quite competitive. The North Carolina Internship Council screens all eligible applications and selects students for interviews with project supervisors. All interviews are conducted by phone. Interviews will begin on Wednesday, February 18, 2015, and conclude on Tuesday, March 3, 2015. After interviews, applicants and supervisors submit a preference form, ranking their preferred projects/applicants. The Internship Council and the YAIO make the final match for projects based on student and supervisor preferences, student demand for a project, departmental and geographical distribution of projects and other relevant factors.

State government policy prohibits discrimination based on race, sex, color, creed, national origin, age or disability. If you require accommodations in accordance with the Americans with Disabilities Act, contact the YAIO at (919) 807-4400.

Placement in an internship will be contingent upon completing required employment eligibility forms and, if applicable, satisfactorily completing additional screening procedures required by the department in which you will be working.

Important Guidelines

1. Take special care in the preparation of your application material.
 - All application materials must be typed. Handwritten applications will not be accepted.
 - Observe deadlines for submission of application materials; late applications will not be considered.
 - Your cover letters should be persuasive documents with specific reasons for your desire to participate in each of the projects for which you apply.
 - Remember that you are filing an application for a full-time summer job in state government. Your signature signifies that all statements in the application are true and complete to the best of your knowledge.
2. Carefully observe the eligibility requirements listed in this booklet. The Internship Council will not review your application if it fails to meet the stated requirements.
3. If you are selected for a telephone interview(s), be prepared to communicate effectively about yourself, your coursework and your interest in the internship position(s) for which you applied. Keep a copy of your application and review it before the interview(s).

Important Dates

Friday, January 16, 2015 (postmarked)
Friday, February 6, 2015
Wednesday, February 18 – Tuesday, March 3, 2015
Friday, March 6, 2015
Monday, March 23, 2015
Tuesday, May 26, 2015
May 26 – July 31, 2015
July 2015

Application Deadline
Internship Council Screens Applications
Interviews with Project Supervisors
Intern and Supervisor Preference Forms Due
E-mail Notification of Internship Placement
Orientation and First Day of Work
Internship Program
Intern Reception at the Executive Mansion

Personnel and Payroll Policies

For state government payroll purposes, all interns are classified as temporary state employees. Some important policies affecting interns are:

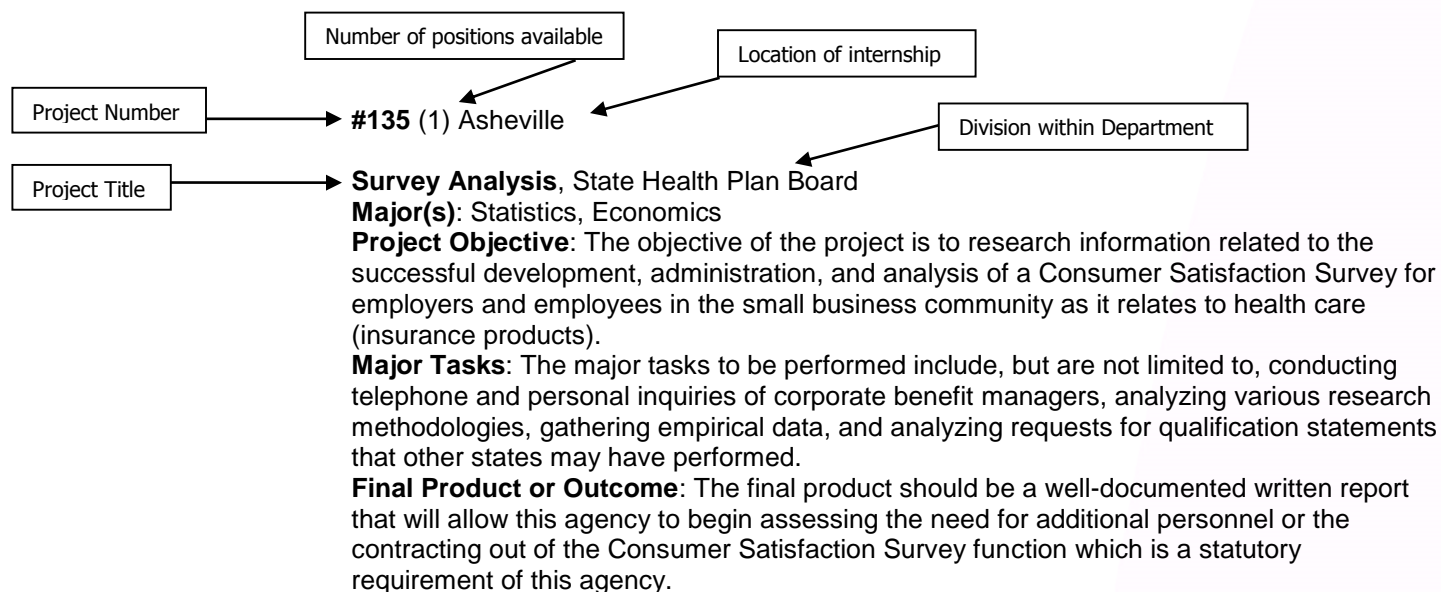
- ♦ As temporary employees, interns are not paid for time taken off. Interns cannot earn sick leave or vacation leave and are not paid for state holidays.
- ♦ Interns are paid \$8.25 per hour and work 40 hours per week for a 10-week period. Interns should be prepared to work full-time from May 26 through July 31, 2015. Friday, July 4, 2014 is a state holiday and is treated as an unpaid day off for interns.
- ♦ All interns will work up to three weeks before receiving their first paycheck.
- ♦ Interns are not eligible to receive medical insurance, but as temporary employees interns are covered by workers' compensation.
- ♦ Interns are not eligible to draw unemployment compensation claims from their summer wages.

Housing and Transportation

Interns are responsible for arranging and securing housing for the internship period. A limited number of internship projects provide on-site housing; this information will be listed with the project description. The Youth Advocacy and Involvement Office will act as a referral resource for interns in need of housing, but staff will not be involved in tenant-landlord relationships. Interns are responsible for securing transportation to and from their work site.

How to Use This Synopsis

The projects described in this booklet are grouped according to state government departments. The projects are numbered consecutively. Students may apply for up to five internship projects. **Each project number and title must be included on the original internship application form.** A sample internship project description is shown below:



Very important

All applicants should keep a copy of their application materials and the descriptions of the projects for which they apply.

Internship Project Index by Majors and Disciplines

Internship projects are indexed by project number to enable you to locate projects requesting a specific major(s). Many internship projects will consider majors outside the preferred majors listed; therefore applicants are encouraged to review all internship projects. If you have course work or experience in an area outside your major and feel that you are qualified to apply for an internship project, please do so and indicate your qualifications in your application and cover letter.

Accounting	61, 76, 94
Adult Education	50
Advertising	3, 4, 21, 93
African/African-American Studies	17
Agricultural Sciences	44
American History	11, 17
American Studies	12, 17, 18
Anthropology	11, 12, 16, 23, 45
Archaeology	12, 15, 17, 18, 23, 38, 45
Architecture	45, 89
Art	4, 8, 18
Astronomy	43
Behavioral Health	81
Biochemistry	48
Bio-Engineering	48
Bioinformatics	48
Biological Sciences	27, 31
Biology	24, 25, 27, 28, 31, 32, 33, 34, 35, 36, 37, 39, 41, 42, 44, 45, 46, 48, 49, 50, 51, 52, 53, 54
Botany	31, 49, 50
Business	5, 14, 21, 58, 65, 72, 93, 94
Business Administration	5, 9, 58, 60, 61, 70, 71, 76, 82, 94,
Business Management	61
Chemistry	29, 46, 48, 51
Christian Education	66
Cisco Academy	2
Cinematography	83
City and Regional Planning	1, 5
Civil Engineering	89
Clinical Psychology	62
Coastal Management	39
Communications	3, 4, 16, 21, 22, 44, 55, 56, 57, 59, 65, 79, 80, 83, 90, 93, 97, 98
Computer Engineering	70, 71, 91
Computer Programming	29, 72
Computer Science	2, 6, 7, 29, 46, 70, 71, 72, 82, 86, 87, 91
Conservation	27, 31
Conservation Biology	24, 27, 31, 33, 50, 53, 54
Counseling	67
Criminal Justice	69, 73, 76, 82, 84, 92
Criminology	84, 92
Curriculum Design	90
Design	4, 8, 45
Early Childhood	52, 54

Earth Science	1, 46
Ecology	25, 28, 31, 36, 37, 45, 46
Economics	5, 60, 76
Education	12, 14, 16, 17, 19, 20, 24, 27, 34, 39, 40, 45, 48, 49, 50, 54, 64, 65, 78, 80, 81, 90
Electrical Engineering	88, 89
Elementary Education	12, 17, 27, 35, 54
Energy	6, 88, 89
Engineering	6, 29, 72
English	10, 16, 22, 56, 57, 59, 79, 93, 97
Entomology	50, 51
Environmental Education	17, 24, 25, 27, 33, 35, 39, 40, 49, 50, 52, 53, 54
Environmental Engineering	1, 29
Environmental Health	30
Environmental Science	24, 27, 29, 30, 31, 34, 35, 36, 37, 39, 41, 42, 43, 53, 54
Environmental Studies	17, 24, 27, 29, 33, 39, 40
Epidemiology	68
Exhibit Design	26
Family and Consumer Science	60
Film Studies	4, 22
Finance	94
Fisheries Science	17, 32, 36, 37, 47, 53, 54
Folk Culture Studies	17
Forensics	47
Forestry	1, 44, 86
Genetics	48
Geographic Information Systems	1, 68, 86, 87
Geography	1, 23, 30, 68, 86
Geology	30, 43, 47
Geomatics	83
Global Studies	55
Government	77, 95, 98
Graphic Design	4, 8, 26, 45, 46
Guidance Counseling	67
History	11, 12, 13, 14, 16, 17, 19, 20, 22, 23, 38, 45, 55, 79
History Education	15, 17
Horticulture	50
Hospitality	9
Human Services	62, 64, 66, 70, 71, 81
Humanities	11
Industrial Engineering	89

Information Systems	6, 7, 70, 71, 72, 91
Information Technology	29, 70, 71, 98
Interior Design	26
International Policy	55
International Studies	55
Journalism	3, 8, 10, 21, 59, 64, 80, 97
Law	56, 69, 74, 75, 85, 95, 96
Law Enforcement	92
Learning & Technology	90
Liberal Arts	21, 57
Library Science	23, 38
Life Science	27, 32, 48
Marine Biology	24, 25, 27, 28, 33, 36, 37, 39, 47, 53
Marine Ecology	24, 27, 47
Marine Sciences	17, 24, 25, 27, 28, 35
Marketing	3, 4, 9, 10, 21, 48, 73, 93
Maritime Studies	17
Mathematics	5, 6, 29, 46
Mechanical Engineering	88, 89
Media Relations	97
Medicine	63, 69
Meteorology	1
Microbiology	48
Molecular Biology	48
Multimedia Design	4, 26, 83
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Museum Studies	11, 12, 13, 15, 17, 18, 19, 20, 28, 45, 46, 48, 50
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Natural Resources	17, 24, 30, 31, 32, 39, 44, 50, 51, 54, 86
Natural Resource Management	33, 41, 42, 53, 54
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Nursing	63
Nutrition	63
Oceanography	17, 7
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Pharmacy	63
Philosophy	66
Physics	43
Physical Science	43
Plant Ecology	47
Political Science	5, 9, 10, 45, 55, 56, 60, 76, 77, 79, 80, 84, 95, 97
Policy Studies	5
Pre Law	58, 77, 79, 84, 85
Pre Med	78
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Public Administration	5, 56, 60, 77, 82, 84, 94, 95, 98

Public Health	30, 45, 68, 73, 78
Public History	11, 12, 13, 15, 17, 18, 19, 20
Public Information	4, 93, 94
Public Policy	5, 55, 56, 57, 58, 69, 77, 79, 81, 84, 98
Public Relations	3, 10, 21, 45, 55, 59, 64, 73, 80, 93, 97
Public Service	
Recreation	17, 27, 64, 65
Recreation Management	27
Rehabilitation Counseling	67
Religion	66
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Science Communication	47
Science Education	17, 24, 27, 44, 46, 48, 50, 53, 54
Secondary Education	27, 33, 54
Social Services/Sciences	62, 70, 71
Social Studies Education	13, 15
Social Work	60, 62, 64, 65, 81, 84
Sociology	45, 62, 64, 65, 66, 73, 84
Software Engineering	91
Soil and Land Development	
Spanish	78
Special Education	62, 64, 65, 66, 67
Statistics	5, 6, 7, 29, 45
Technical Writing	93, 98
Theatre	20
Theology	66
Tourism	9, 17
Web Applications Development	91, 98
WEB/Graphic Design	10, 91, 98
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Wildlife Biology	27, 41, 42, 51, 53, 54
Wildlife Management	27, 36, 37, 44
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Wilmington	33

Internship Projects by Department

ADMINISTRATION

#1 (1) Raleigh

Mobile GIS, State Property Office, Facilities Information Section

Major(s): Geographic Information Systems, Geography, Forestry, Earth Science, Environmental Engineering, City/Regional Planning, Meteorology, or related

Project Objective: Create and deploy mobile GIS applications to be utilized by the Department to collect spatial information.

Major Tasks: Work with the other staff to design a mobile GIS application using ESRI's mapping products.

Final Product or Outcome: A mobile application which can be used by the staff on an iPhone or android smartphone to collect and manage spatial information.

ADMINISTRATIVE OFFICE OF THE COURTS

#2 (1) Raleigh

Unified Communication Network Implementation Technician, Technology Services Division

Major(s): Computer Science, Cisco Academy, Networking

Project Objective: Implement and upgrade network equipment in Judicial Offices. Technology Service Division is currently working on large projects to upgrade data lines and equipment in every Judicial office. This project consists of individual upgrades at various Judicial offices.

Major Tasks: Command line programming of routers and switches, configuration upgrades, site surveys, install equipment, perform layer 1 and 2 connectivity actions, remove old equipment, removed configurations on old equipment and prepare for surplus.

Final Product or Outcome: Upgraded or new implementation of a Judicial network location. New equipment will be installed and successfully working at the judicial location. The project will maintain and improve the integrity of the Judicial network for voice and data.

AGRICULTURE AND CONSUMER SERVICES

#3 (1) Raleigh

N.C. State Fair Public Relations Intern – Social Networking and Grassroots Marketing, Public Affairs

Major(s): Communication Studies, Communications, Public Relations, Journalism and Advertising, Marketing

Project Objective: Promote the N.C. State Fair, one of the largest annual events in the state, drawing 800,000-plus annually, through a number of media, including social networking sites, high school and college publications and media outlets. Produce news releases, speaking points and other promotional materials, and

coordinate the purchase of advertising in high school and college newspapers, sports programs and other school-related outlets. Grow and populate the Fair's existing social networking sites through blog posts, online research and outreach.

Major Tasks: Intern will expand and improve social networking efforts for the State Fair; manage a \$6,000 grassroots advertising campaign focused on high school and college students; write press releases and speeches; organize events; and assist with other activities associated with State Fair preparations and promotions.

Final Product or Outcome: Internship offers an opportunity for a student to create real-world portfolio pieces and gain hands-on experience as part of a public relations team. Intern will be involved in all aspects of promoting a large-scale event and will participate in planning meetings with Fair management and an advertising company.

#4 (1) Raleigh

Development of Marketing Materials for Soil and Water Cost Share Programs, Soil and Water Conservation

Major(s): Advertising, Art, Communications, Design, Film Studies, Graphic Design, Marketing, Multimedia Design, Public Information

Project Objective: To design and create dynamic, professional marketing and training materials to promote soil and water conservation programs available for NC landowners. These materials include but are not limited to trade show displays, banners, signs, brochures, publications, training videos, landowner testimonial videos, and website content. These materials will market progressive conservation programs such as the Agriculture Cost Share Program, Community Conservation Assistance Program and the Agriculture Water Resources Program which improves water quality and protects water quantity throughout North Carolina.

Major Tasks: Intern will improve and in some areas develop marketing and training materials. This may involve all levels of project design, filming, editing, and production. The intern will work collaboratively with division's program managers as well as the Department's Public Affairs Division.

Final Product or Outcome: Internship opportunity to gain real world experiences in marketing conservation programs to various audiences as well as working collaboratively with multiple managers. Development of collateral pieces such as brochures, displays, film testimonials, and other printed and digital materials, which the intern may be able to include their design portfolios.

COMMERCE

#5 (1) Raleigh

Policy, Market Strategy, and Economic Analysis

Intern, Labor and Economic Analysis Division (LEAD)

Major(s): Public Policy, Economics, Policy Studies, Public Administration, Political Science, Business Administration, City and Regional Planning, Mathematics, Business, Statistics

Project Objective: The objective of the internship will be to provide public policy, economic, and market research analysis to help inform and guide North Carolina policy decisions. As a valued member of the Labor and Economic Analysis Division (LEAD), the intern will participate in a variety of projects with staff analysts. Responsibilities will include: economic analysis and modeling; legislative analysis; workforce analysis; and demand driven quantitative and qualitative research. The intern will have the opportunity to work with LEAD partners including Workforce Development and UNC System schools. The internship will offer the opportunity to produce research for dissemination in a Department of Commerce publication.

Major Tasks: Tasks will include providing policy, workforce, and economic analysis. Additional tasks will be assigned according to the individual strengths and interests of the intern. LEAD fills multiple roles for the Department of Commerce, leading to many opportunities for new and exciting projects.

Final Product or Outcome: The intern will be a valued member of LEAD and participate in a variety of tasks. The intern will have the opportunity to gain experience with public policy, economic analysis, and market research analysis at the state and local level. The intern will also have the opportunity to produce interest driven research for distribution through the Department of Commerce.

#6 (1) Raleigh

Electric Utility Data System and Analysis Intern,

Public Staff – NC Utilities Commission

Major(s): Engineering, Mathematics, Statistics, Computer Science, Information Systems, Energy

Project Objective: The intern will work with the Division Director and other Division engineers to develop a comprehensive database of electric utility data and statistics that will be utilized by the Public Staff in its work, including responding to inquiries by the General Assembly, other State agencies, the media, and the general public.

Major Tasks: The intern will conduct data acquisition and analysis from various sources, including Federal Energy Regulatory Commission documents, Energy Information Administration reports, and North Carolina Utilities Commission documents and reports. The intern will develop a data base to accept, store, and manipulate the relevant data and statistics, and develop trend reports.

Final Product or Outcome: Development of a data base to track vital electric utility statistics, including

changes in rates, which will document historical data and trends, as well as facilitate future updates.

#7 (1) Raleigh

Transportation Utility Analyst Intern, Public Safety

Major(s): Statistics, Computer Science, Information Systems

Project Objective: Investigate the whereabouts of non-certificated carriers illegally operating and advertising as moving companies in NC.

Major Tasks: Research and compile data on non-certificated carriers and its owners; educate non-certificated carriers regarding Commission requirements to transport household goods within NC; maintain and update database of non-certificated carriers; collaborate with division director and legal division to determine course of action to be taken against repeated offenders.

Final Product or Outcome: Develop general procedures for tracking and locating non-certificated carriers illegally advertising and reducing the number of repeated non-certificated carriers continuing to operate and advertise as moving companies in NC.

#8 (1) Raleigh

Graphic Design Intern; Tourism, Marketing and Global Branding, Tourism, Marketing and Global Branding

Major(s): Graphic Design, Art, Design; combination of Journalism and Design

Project Objective: To design and produce dynamic, professional marketing materials to promote tourism, film, sports, economic development, community development and international trade in North Carolina. These materials include but are not limited to trade show displays, banners, signs, brochures, invitations, publications and logos. These materials market North Carolina as a premier travel and business destination and help to create jobs for our state. All citizens of North Carolina will potentially benefit from this service.

Major Tasks: Intern will be involved at all levels of project design, including client meetings, layout, design, file set up and production. The intern will also gain experience working with large advertising agencies and will have the opportunity to network with all of our graphic design colleagues in the NC Society of Government Artists.

Final Product or Outcome: Collateral pieces related to each project, such as brochures, signage, reports and other printed materials. They will potentially have several professional pieces to include in their design portfolio as well as exposure to high profile clients such as the Governor's office.

#9 (1) Roanoke Rapids

Summer Travel Counselor, Tourism, Marketing and Global Development (Welcome Center/I-95N Center)

Major(s): Tourism, Hospitality, Marketing, Business Administration, Political Science, other

Project Objective: This project will expose the intern to North Carolina's visitors, who spent a record \$20 billion

in the state in 2013. The intern will interact with individuals and families one-on-one to learn what brings them to North Carolina, and it will give the intern a chance to influence the visitors' spending in the state. Tourism expenditures supported 198,270 jobs in North Carolina and generated more than \$4.6 billion in payroll income. State tax receipts as a result of visitor spending topped \$1 billion in 2013, and local tax revenues directly resulting from visitor spending totaled more than \$601 million. Also the intern will assist the Manager in completing the online state material inventory of Maps, Travel Guides, Wine Guides, ACCESS NC and Civil War Trail Maps, monthly reports such as foreign visitor count generated from guest registry log, motor coach bus report generated by counting busses and passengers, vehicles/reservations count for hotel rooms booked and new brochures approved to be displayed and distributed report. This internship is an excellent opportunity for the intern to learn about the tourism industry in North Carolina by being exposed to information about the state's various attractions and accommodations, to learn Welcome Center operations firsthand, to add anecdotal experiences to textbook knowledge regarding the tourism industry, and to actually have a direct impact on visitor spending by promoting the state.

Major Tasks: The intern will help staff the reception desk at one of the state's Welcome Centers, located on I-95 just inside our border with Virginia. The I-95N Welcome Center greeted nearly 1,539,928 visitors in 2013. Since this is not a clerical position, the intern will be trained to answer visitor inquiries and assist with routine Welcome Center duties, just like one of North Carolina's nationally certified travel counselors.

Additionally, and while the intern is exposed to the North Carolina visitors' demographics data, he or she will be making comparisons between that data and the Welcome Center's actual visitors' demographics trend.

Final Product or Outcome: The intern will become familiar with tourist destinations across the state, with a concentration on coastal attractions. Back in the classroom, the intern will be able to draw on individual experiences with tourists to add authentic anecdotes to textbook instruction and have a frontline knowledge of the state's growing \$20 billion tourism industry based not only on the general demographics of visitors to the state but also to the Welcome Centers and the monthly reports that reflect overall statistics about the program.

COMMUNITY COLLEGES

#10 (1) Raleigh

Marketing and Public Affairs Assistantship,
President's Office/Executive Division

Major(s): We are open to any and all academic majors. However, Public Relations and Marketing, Journalism, English, Political Science, Web and/or Graphic Design, majors would all be desired.

Project Objective: To aid in increased visibility of the North Carolina Community College System through

feature articles/press releases, web design and marketing.

Major Tasks: Author various feature articles for submission to agency publications and the agency website. Provide assistance in research related to speaking engagements and media interviews. Assist in facilitating media requests. Assist in some graphics design needs and updates to web content. Assistance with event planning as necessary.

Final Product or Outcome: Several completed writing samples such as articles or news releases, graphic design or marketing pieces and hands on experience in a fast-paced setting dealing with the general public, media and internal and external stakeholders.

CULTURAL RESOURCES

#11 (1) Elizabeth City

Museum Collections Assistant Intern, History Museum, Museum of the Albemarle

Major(s): History, Museum Studies, Anthropology, Public History, Humanities, American History

Project Objective: The intern will assist the members of the Collections staff in all phases of research, care, handling, and storage of artifacts that interpret the general history of the thirteen northeastern NC counties. The intern will also assist in maintaining necessary legal and paper documents and help in basic cleaning and conservation of a variety of artifacts such as historic fabrics, furniture, farm and industrial items, household furnishings, toys and paper ephemera. This will afford excellent insight and training for museum work.

Major Tasks: Assist in research, movement, handling, and storage of the museum's general history artifacts. Provide help in cleaning, conservation, photographing, and measuring of artifacts. Research provenience, history, and legal status of artifacts within collections. Take part in weekly meetings of the entire museum staff and in periodic meetings and discussions with the exhibit development team.

Final Product or Outcome: Artifacts will be properly assessed, cleaned, photographed, and packed with appropriate paperwork completed. Necessary measurements will have been taken for entry into state collections computer system. Collections will be in better storage and more accessible for use in exhibits for many years in the future.

#12 (1) Bath

Educational Programming and Visitor Services Internship, Historic Bath Site

Major(s): History, Public History, US History, American Studies, Museum Studies Anthropology, Archaeology, Education, and Elementary Education

Project Objective: It will be an exciting year at Historic Bath Site as we will be celebrating our 310th anniversary as the "First Town", and 300th anniversary as the "First Port", of North Carolina! The Intern will be developing new educational programming for Grades K-12 in the

form of field trip offerings and workshops. They will also be gaining experience with creating and writing Lesson Plans, standardizing educational programs and field trip offerings, and aiding in the preparation and running of annual events for children and the general public. Visitor services will also be a focus, as will learning about the history of the Town of Bath.

Major Tasks: The Intern will assist the Assistant Site Manager in the re-development of the site's field trip offerings for Grades K-12. They will develop three high-school specific workshops, three Lesson Plans for each school level (elementary, middle and high), and the field trip offerings will be standardized for each grade level. Packets of information will be created for teachers, social studies and grade level coordinators and media relations. The intern will also help with the preparation and running of the annual Past Times Day Camps, and will assist the staff daily by giving tours of the Palmer-Marsh House, running the cash register and front desk, and aiding with special events.

Final Product or Outcome: The intern will gain practical experience with creating various types of educational programming for Grades K-12, and they will gain an understanding of the importance of standardizing educational programming and teacher resources. They will also gain experience in learning how to affectively handle the public at a historic site, the giving of tours and the running of programs. It is expected that the Intern will leave with completing three workshops for high school level students, 3 Lesson Plans per school level (elementary, middle and high), teacher and media packets (to include standards, introductory letter and field trip/educational program offerings), and that the field trip offerings for the site will be fully developed.

#13 (1) Four Oaks

Bentonville Battlefield Archival and Visitor Services Internship, Historic Sites, Bentonville Battlefield

Major(s): History, Public History, Social Studies Education, Museum Studies, Social Sciences Education

Project Objective: To allow for better access to the public for research materials about the Battle of Bentonville, the internship will digitize a portion of the Dr. Mark Bradley research files. Dr. Bradley is the foremost historian on the Battle of Bentonville and was kind enough to donate his research to the site. The site does not have a research library, so digital files will allow the site to make resources available to a wider audience. This will be the third and final year that interns can scan and organize the massive Bradley collection, which is finally nearing completion. In addition, the intern will also get a great introduction to the field of historic site interpretation and visitor service.

Major Tasks: 50% of the internship will involve organizing and scanning primary resource related materials about the battle of Bentonville into a searchable PDF file. The other half of the project involves providing excellent visitor services to the site's visitors.

Final Product or Outcome: The third and final section of the Bradley research files will be digitized and available for research, while the intern will have gained experience in archival management and museum visitor services.

#14 (1) Durham

History Interpreter at Bennett Place State Historic Site, Historic Sites, Bennett Place

Major(s): History, Education, Business

Project Objective: Assist staff as a historic interpreter and with overall operations of a NC State Historic Site.

Major Tasks: Provide historical tours of the site of the largest surrender of the American Civil War. In addition, perform costumed interpretation, library research, visitor services, gardening, and general maintenance of a historic park.

Final Product or Outcome: A rewarding work experience for the college student and assistance in the completion of special event programs and research projects.

#15 (1) Fayetteville

Collections and Education Intern, Museum of Cape Fear

Major(s): Public History, US History, Museum Studies, Archaeology, Social Studies or History Education

Project Objective: Assist the collections supervisor with cataloguing and organizing artifacts and documents in the Museum of the Cape Fear's collection. We have many recent acquisitions that need documentation, including pieces from the E.A. Poe family, so that they can be displayed or placed in proper storage. This project may also include transcription and digital scanning of documents and photographs. In addition the intern will assist the education staff with our annual Summer History Camp for youth aged 9-12 years. This is a continuation of the project begun by our 2014 YAIO Intern.

Major Tasks: Catalog and provide documentation for recent acquisitions and other undocumented materials selected by the collections supervisor in the Museum of the Cape Fear collection. This includes performing necessary research to document provenance and historical value of the items. Transcribe and digitize documents and letters as directed. Assist education staff as a lead instructor for Summer History Camp for youth aged 9-12 years. Interact with the visiting public by providing visitor services and guided tours of the 1897 Poe House.

Final Product or Outcome: The intern will receive a well-rounded experience in a state history museum by working in collections, assisting with special events and programs, and providing guided tours and visitor services. The intern will provide a catalogued list and research documentation as required for the undocumented artifacts and materials assigned by the collections supervisor in the Museum of the Cape Fear collection. The intern will assist with preparation and implementation of a successful Summer History Camp.

#16 (1) Durham

Junior Interpreter Supervisor and Visitor Services

Assistant, Historic Sites, Duke Homestead

Major(s): History, Public History, Anthropology, Sociology, Education, Communications

Project Objective: Develop workshops and lead the Junior Interpreters in 19th century living history activities.

Major Tasks: To lead the Junior Interpreters (a group of 8-18) year olds in various 19th century activities at the history site. The juniors perform our living history activities and this is a leadership position creating workshops and guiding the children during special events. Job also included giving tours of the site, answering questions, starting the movie and other office and visitor services duties.

Final Product or Outcome: At least 3 Junior Interpreter workshops and assistance with special events.

#17 (1) Beaufort

Museum Education Program Assistant, Maritime Museum in Beaufort

Major(s): History, U.S. History, Museum Studies, Maritime Studies, Public History, Education, Elementary Education, Environmental Education, American Studies, American History Recreation and Tourism, Folk Culture Studies, Archeology, African American Studies, Marine Sciences, Environmental Studies/Sciences, Natural Resources, Natural Sciences, Oceanography, Fisheries Sciences, History Education and Science Education.

Project Objective: The intern will receive an introduction to museum education programs; learn about facility operations, collections, artifacts, research and exhibit design. The intern will gain professional experience as a program assistant to staff educators involved in youth summer camps and public programs in the auditorium and field setting. For an independent project, the intern will utilize skills and knowledge acquired over the summer to create and present an original program related to maritime history.

Major Tasks: The intern will assist staff educators with conducting informative programs, in the museum and in the field. Examples of programs include artifact/history-based lectures, coastal habitat hikes, kayak trips, boat cruises, special events and guided museum tours. The intern will instruct summer camp programs related to North Carolina's maritime history and environment for grades K-5. Operation of audio visual equipment, conduct research using library and internet resources and prepare materials for programs.

Final Product or Outcome: The intern will gain experience in educational program design, implementation and evaluation in a museum and field setting. With help from the intern the museum will increase the scope and depth of its educational services. The intern will obtain a complete understanding of North Carolina's maritime history, heritage and environment.

#18 (1) Beaufort

Collections' Intern, Maritime Museums – Beaufort

Major(s): History, American Studies, Art History, Archaeology, Museum Studies, Public History

Project Objective: To become familiar with the varied scope of work done by the Collections Department of a medium sized history museum, including research, documentation, artifact handling, and exhibit development through training and hands-on practice with experienced staff.

Major Tasks: Conduct curatorial and historical research of images and objects in collections; catalog information into Collections database; photograph, clean, label, and prepare items for storage or display; develop small exhibit for the Museum, working with exhibit staff and curators; and assist with day-to-day operations of Collections department during the busy summer season (donations, public inquiries, collections research).

Final Product or Outcome: In addition to the log of all activities accomplished during the 10 weeks, the intern will submit the research, artifact and image lists, design layout, and labels for a small exhibit he or she has developed for the Museum. Subject will depend on student's interest and collections available at Museum.

#19 (1) Raleigh

Public Programs Educator, Archives and History, NC Museum of History

Major(s): Education, Public History, Museum Studies, History, Museum of History

Project Objective: To expose an intern to the field of museum education and the development and presentation of themed, curriculum-based public programs for elementary-aged children at the NC Museum of History. To continue offering a strong slate of summer programming for the museum public.

Major Tasks: The intern will develop a two-hour program for children who have completed grades K-2 or 3-5. Programs may cover various aspects of state history and culture, and the intern may choose from themes including the Colonial Era, American Indians, Civil War Era, and NC regions. The intern will then implement the program under the supervision of staff, and will serve as an assistant for numerous summer programs designed for children aged 3-14. The intern will also assist with program development for future education initiatives based on department need.

Final Product or Outcome: The intern will gain a thorough knowledge of North Carolina history through the museum's exhibits and program curriculum, and will interpret this information to design teaching materials and lesson plans suitable for children of various age levels and learning styles. The intern will gain valuable interactive, educational, and interpretive skills for teaching children through the implementation and development of public programs. All program materials produced during the internship will be used in future museum classes.

#20 (1) Raleigh

Costumed Interpretation Educator, Archives and History, NC Museum of History

Major(s): Education, Public History, Museum Studies, Theatre, History

Project Objective: To expose an intern to the field of museum education and the development and presentation of themed, curriculum-based public programs for general visiting public at the NC Museum of History thru costumed interpretation. To continue offering a strong slate of summer programming for the museum public.

Major Tasks: The intern will split their time between engaging the public within the museum thru third-person costumed interpretation and developing a minimum of one new costumed interpretation role for future volunteers/interns. Roles will cover various aspects of state history and culture, and the intern may choose from themes ranging from the Colonial Era thru the 20th Century. The intern will develop a complete profile of one of these roles including dress, historic background, relevant primary and secondary source materials, and methods of presentation/interpretation of their role.

Final Product or Outcome: The intern will gain a thorough knowledge of North Carolina history through the museum's exhibits and program curriculum, and will interpret this information to the general public and develop costumed interpretation packets. The intern will gain valuable educational and interpretive skills for teaching by developing and implementing various public programs. All materials produced during the internship will be used in future museum initiatives.

#21 (1) Raleigh/Cary

Summerfest Concert Series Marketing & Development Coordinator, North Carolina Symphony

Major(s): Business, Marketing, Public Relations, Advertising, Communications, Journalism, Music, Liberal Studies

Project Objective: Expand marketing efficiencies of Summerfest, the North Carolina Symphony's outdoor summer concert series by assisting in the development of strategic marketing plans to increase attendance and serve as a liaison between North Carolina Symphony and corporate sponsors.

Major Tasks: Research prospects for group sales and new audiences for new patron ticket sales. Distribute pre-concert marketing materials, and perform community outreach by managing on-site promotions. Assist in managing sponsorship relations, including recognition on website, social media, brochures and advertising. Coordinate ticket reservations, sending reminders and handling all details and sponsor requests. Assist Development staff when hosting sponsors at concerts. Post season, prepare Sponsor Season wrap up packets detailing successes and reviewing market exposure materials to quantify and qualify success of partnership.

Final Product or Outcome: Increase group sales and new patron sales and elevate sponsor relationships.

#22 (1) Spencer

Making "Moving" Documentaries, NC Transportation Museum

Major(s): Communications, Film, History, English
Project Objective: To help the public better envision how transportation artifacts work, helping capture the attention of the visitor.

Major Tasks: Work with the museum's communications director to research, write, film and edit a series of short, web-based documentaries about museum artifacts: steam engines, electric cars, site structures, etc. These documentaries will eventually be streamed to handheld devices as individuals tour the museum.

Final Product or Outcome: At least 3 mini-documentaries, each 3-5 minutes in length.

#23 (1) Kure Beach

Underwater Cultural Heritage Digital Development/Conversion, Historic Resources

Major(s): Anthropology, Archaeology, History, Geography, Library Science

Project Objective: To increase access to and usability of the historic shipwreck files, underwater archaeological site files, and maritime research files at the North Carolina Office of State Archaeology - Underwater Branch (UAB) for public education/outreach, researchers, and staff.

Major Tasks: Working under the direction of staff archaeologists and/or program managers: 1) Review and assess the various forms of unique cultural holdings at the UAB (site files, reports, maps, field notes, slides, videos, digital images, databases, survey data, etc.) 2) Organize and implement the digitization of an agreed upon subset of the overall collection. 3) Plan and/or prepare an efficient means to make the electronic collection available to staff and researchers.

Final Product or Outcome: The resulting digital collection will help archaeologists: to better manage existing data; to assist in preparing outreach information and educational presentations; to facilitate student, public, and professional research on aspects of NC maritime history; and to provide elements for incorporation into a comprehensive management system for North Carolina's underwater cultural heritage.

ENVIRONMENT AND NATURAL RESOURCES

#24 (1) Manteo

Special Activities Instructor Intern, NC Aquarium on Roanoke Island

Major(s): Biology, Marine Science, Marine Biology, Conservation Biology, Education, Environmental Science, Environmental Education, Environmental Studies, Natural Resources, Natural Science, Parks & Recreation, Wildlife, Zoology, Marine Ecology and Science Education.

Project Objective: The Special Activities Intern will educate the public through an array of fun activities in an effort to "inspire appreciation and conservation of North

Carolina's aquatic environments." This project will immerse an intern in environmental education experiences, both on site and in the field, with groups of all ages.

Major Tasks: The Special Activities Intern at the NC Aquarium on Roanoke Island will be involved in preparations and instruction of indoor and outdoor activities, such as: fishing programs, kayak eco-tours, behind-the-scenes tours, animal/feeding programs, overnights, beach ecology trips, and salt marsh excursions. This Intern will have a strong presence in Summer Day Camps, which incorporate many of the above listed activities. Daily tasks include assisting with camps, leading public programs, handling live animals, and assembling education materials. This intern should be flexible, be able to work outdoors for extended periods of time, and be able to adapt to a fast-paced schedule.

Final Product or Outcome: The intern will gain teaching experience, practical work experience, and exposure to associated skill sets in a non-traditional marine science setting with both families and summer campers. Visitors who participate in Special Activity programs will benefit from additional staff who can provide a more personal and safe program experience.

#25 (1) Manteo

Husbandry Intern, NC Aquarium on Roanoke Island

Major(s): Biology, Marine Biology/Science, Ecology, Natural Science, and Environmental Science

Project Objective: Intern will be immersed in all aspects of aquarium animal and plant care. During the summer program interns will discover the inner workings of a large public aquarium. After a short training period, they will become involved in the daily workings of the Aquarium facility.

Major Tasks: Summer interns will be involved in most of the tasks performed by our husbandry staff. This will include: water quality monitoring, animal acquisition, transport, quarantine protocols, disease identification, disease control, diet preparation, feeding, exhibit maintenance, and aquarium maintenance.

Final Product or Outcome: At the end of the program, interns will be familiar with many of the aspects of caring for an aquarium's live animal and plant collection

#26 (1) Manteo

Exhibit and Graphic Design Projects Intern,

Aquariums, NC Aquarium on Roanoke Island

Major(s): Graphic Design, Exhibit Design, Interior Design, Multimedia Design

Project Objective: To gain experience in the areas of exhibit design, graphic design and multimedia design for public components at the North Carolina Aquarium on Roanoke Island.

Major Tasks: Intern tasks include, but are not limited to, exhibit design (including team brainstorm and idea development, conceptual sketching, exhibit installation, fabrication, maintenance and repair), use of design software to develop educational signage, advertising

materials and multimedia projects, and fabrication and production of exhibit components.

Final Product or Outcome: Interns should expect to leave internship with the knowledge of how exhibits impact public experience, knowledge and understanding of indigenous North Carolina marine and aquatic life, some hands-on and technical skill sets with display and design equipment, and the possibility of portfolio pieces.

#27 (1) Kure Beach

Summer Program Educator, NC Aquarium at Fort Fisher/Education Department

Major(s): Natural Sciences, Biology, Biological Sciences, Zoology, Marine Biology, Environmental Science, Education, Environmental Education, Parks and Recreation, Conservation, Conservation Biology, Elementary Education, Environmental Studies, Life Science, Marine Sciences, Marine Ecology, Oceanography, Recreation, Recreation Management, Science Education, Secondary Education, Wildlife Biology, Wildlife Management, Wildlife Science, Wildlife

Project Objective: This position provides an opportunity to inspire an appreciation for, and conservation of, North Carolina's aquatic environments through interactive public programs. The intern implements informal education programs, providing accurate and current information, and completes a project to contribute to the aquarium's education mission. The aquarium offers a fun and exciting work environment. The successful intern will be energetic, enthusiastic and passionate about the stewardship of North Carolina's natural resources. Environmental education in an aquarium setting can be an exciting career option for science and/or education majors.

Major Tasks: Contribute to educational programs, including free and fee-based programs on and off-site, Assist with and lead summer camp programs, behind the scenes tours, outdoor programming, and off-site outreach programming, Handle live animals such as marine invertebrates, reptiles and amphibians, Provide educational on-the-floor expertise while interacting with aquarium visitors, and Gain knowledge of and experience in all aspects of aquarium operations.

Final Product or Outcome: Aquarium visitors and off-site audiences who are well informed about North Carolina's natural resources and satisfied with their visit and/or program. One or more of the following: content and activity to be used in conjunction with an outreach or summer camp program, content and activity to be used in conjunction with an on-site program or interpretative cart; informational piece for public consumption, or other conservation education related projects.

#28 (1) Pine Knoll Shores

Husbandry Intern, NC Aquarium at Pine Knoll Shores

Major(s): Biology, Marine Biology, Marine Science, Ecology, Natural Science

Project Objective: Interns will be immersed in all aspects of aquatic animal husbandry. During the summer program, interns will discover the inner

workings of a large public aquarium. After a short training period, they will become involved in the daily workings of our facility. The intern will learn the importance of animal nutrition, food preparation, exhibit maintenance and disease prevention and treatment. The intern will be able to use this working knowledge of public aquariums in their search for permanent employment at an aquarium or related facility. Facilities looking at new hires are always impressed by candidates that have applied the knowledge learned in the class room to applicable skills in the field.

Major Tasks: Summer interns will be involved in nearly every task performed by our full time husbandry staff. This will include: animal acquisition, transport, quarantine protocols, disease identification, disease control, diet preparation, feeding, and exhibit maintenance.

Final Product or Outcome: At the end of the program the intern will be familiar with most aspects of aquarium operation. The intern will be able to make the decision if working at a public aquarium is the path they want to take with their career.

#29 (1) Raleigh

Laboratory Data System and Analysis Intern, Air Quality

Major(s): Computer Science, Information Systems, Chemistry, Environmental Science, Environmental Engineering, Environmental Studies, Engineering, Mathematics, Statistics

Project Objective: The Laboratory Analysis Branch operates an urban air toxics monitoring network across North Carolina and conducts special studies. Samples are routinely collected at 7 sites in NC and sent to the lab for analysis. At present there is no comprehensive system to track the entire process and manage data. The objective is to continue creating a data base system for the Laboratory Analysis Branch. Several modules have been created previous summers by interns. Several more modules are needed for the system to be fully functioning.

Major Tasks: Study laboratory operations, create data tables, data transfer procedures and software, create standard queries and reports using JAVA, Visual Basic for Applications in MS Access, MS Excel etc., or other legally obtained software (true freeware) on a network drive. Write instructions and procedures. Ruggedness test software and procedures. Train staff on the use of the software. Make oral, PowerPoint presentations on progress and completed system segments.

Final Product or Outcome: A data system to track samples and analyses, to analyze results into meaningful presentation quality tables and graphs, and to track status. Commented source code should be transferred to laboratory staff. For the intern, experience creating a real world system and working with users (customers) to deliver a product.

#30 (1) Raleigh

GIS Water Well Inventory, Water Resources

Major(s): Environmental Science, Geology, Public Health, Environmental Health, Natural Resource Management, Geography

Project Objective: North Carolina is modernizing its data management systems for groundwater to provide better management of the resource and better protection of public health. This project will develop a GIS inventory of existing drinking water wells so that wells at risk from contamination can be more readily identified.

Major Tasks: File research, GPS data collection, and digitizing location data and other attributes to create GIS files and populate a database.

Final Product or Outcome: A GIS inventory of drinking water wells

#31 (1) Raleigh

Tracking Rare Species using GIS and Biotics

Conservation Database, Office of Land and Water Stewardship (OLWS)

Major(s): Biological Sciences; Biology; Botany; Conservation; Conservation Biology; Ecology; Environmental Science; Natural Resources; Zoology

Project Objective: Assist biologists at the N.C. Natural Heritage Program with updating records of rare, threatened, or endangered species in the Program's conservation database.

Major Tasks: Review and assess reports of rare species, map the location of rare species observations using a GIS-based application, and enter supporting data into a standardized database. This work may involve reading technical reports, including natural areas inventories and floristic surveys to identify data on rare species; performing searches of other biological databases to gather data; and evaluation of rare species information using N.C. Natural Heritage methodology.

Final Product or Outcome: The intern will help develop and maintain an accurate and up-to-date dataset on the location and status of North Carolina's rare species. The N.C. Natural Heritage Program's data is provided to landowners, conservation organizations, and private citizens and is routinely distributed to consulting firms and local, state, and federal agencies. It is used in conservation planning and facilitates the design and implementation of ecologically sound development, infrastructure, and conservation projects.

#32 (1) Kitty Hawk

Natural Resource Management Assistant, Coastal Management

Major(s): Natural Resources, Biology, Zoology, Fisheries and Wildlife, Park and Recreation, Other Life Sciences Majors

Project Objective: To provide experience in coastal resource management. The intern will assist site manager with inventory/monitoring, stewardship, and research activities at the Buxton Woods, Kitty Hawk Woods, and Currituck Banks components of the NC

Coastal Reserve. The intern will be involved in day to day activities that will allow him/her to develop an understanding of the complex and challenging field of resource management.

Major Tasks: Inventory and monitoring duties will involve conducting surveys for various taxa including herpetofauna, fish, birds, insects, and plants. Stewardship activities will include invasive species documentation and removal, debris removal, GIS work, trail maintenance, and managing visitor use of protected lands.

Final Product or Outcome: Intern will be responsible for completing a final report summarizing the management activities conducted. This will include analysis of inventory and monitoring data and management recommendations related to issues experienced while conducting stewardship activities.

#33 (1) Wilmington

Species Monitoring and Outreach Assistant, Coastal Management

Major(s): Marine Biology, Environmental Studies, Environmental Education, Conservation Biology, Natural Resources Management, Parks and Recreation Management

Project Objective: To provide the intern with field experience, particularly related to management of species of concern on protected publicly owned lands. To locate, record, protect and monitor sea turtle nests and ground nesting shorebird nests, as well as document success of reproduction and impacts of predators on select portions of the Masonboro Island National Estuarine Research Reserve. To assist in other biological monitoring activities such as diamondback terrapin population surveys, surveying of invasive species populations, and vegetation cataloguing activities. To support education and outreach activities for visitors regarding stewardship of coastal resources, protection of species of concern and monitoring programs at this site. The intern will learn to record and maintain GIS records related to field activities.

Major Tasks: Conducting regular patrols of portions of the Masonboro Island Reserve to identify and protect sea turtle nests; assisting with protection of shorebird nesting areas using protective structures and signage; submitting data to appropriate local and state databases; assisting with delivery of educational programming to visitors regarding natural history of species of concern and monitoring programs at the North Carolina National Estuarine Research Reserve.

Final Product or Outcome: Reproductive success data submitted to appropriate agencies. Outreach program materials and display maps created. Development of knowledge and skills related to biological monitoring activities.

#34 (1) Beaufort

Coastal Reserve Education Intern, Coastal Management

Major(s): Biology, Education, Environmental Science

Project Objective: The Coastal Reserve Education Intern will learn about estuarine ecology and coastal processes. They will learn how to translate science information into age-appropriate learning materials and activities. The intern will learn different teaching techniques to use in a classroom and informal settings. They will also gain valuable hands-on science teaching experience, public speaking skills, leadership skills and organizational skills necessary to be a successful educator.

Major Tasks: The intern will assist the Reserve Education Coordinator with summer camps, field trips and classroom activities. The intern will be involved in developing and presenting curriculum-based programs to a variety of age groups (pre-school through high school). The intern will be responsible for teaching portions of each program and will be encouraged to develop innovative activities to include in the summer camps and programs. A significant portion of the intern's time will be spent in the preparation of activities and the rest of the time will be spent teaching students or leading field trips.

Final Product or Outcome: The intern will be involved in all aspects of summer camp development including program scheduling, student registration, curriculum development and teaching. The intern is expected to develop a hands-on activity that will be used during the summer programs and posted on our website for teacher use.

#35 (1) Carolina Beach

Assistant Park Ranger, Carolina Beach State Park

Major(s): Parks and Recreation, Environmental Science, Environmental Education, Marine Science, Biology, or elementary or secondary education with a concentration in environmental education.

Project Objective: The primary objective of this project is to develop, present, manage and document ten weeks of environmental educational programs focused on the natural resources of Carolina Beach State Park. The secondary objective is to develop a trailside environmental education display.

Major Tasks: Intern(s) will present at least three environmental education programs a week. Intern(s) will develop two new EE programs, which will include an outline, bibliography and a list of materials needed to present each program. One trailside display will be constructed. Programs will adhere to the ADA Guidelines. Intern(s) will keep a daily journal of activities and time spent with each responsibility.

Final Project or Outcome: Two new interpretive programs both with outlines, bibliographies and material lists. A journal containing facts about the park and species in the park that were discovered during daily activities and responsibilities. One trailside display with an environmental education theme. Increased visitation due to regularly advertised environmental education programs and activities.

#36 (1) Elizabeth City

Fisheries and Habitat Assessments of Albemarle Sound Intern, Marine Fisheries

Major(s): Marine Biology; Fisheries Science; Biology; Zoology; Ecology; Environmental Science; Wildlife Management; or any related field

Project Objective: The intern will assist fisheries technicians and fishery biologists in a wide range of on-going research and monitoring of anadromous and non-anadromous stocks in Albemarle Sound North Carolina. The field office conducts fishery dependent and independent surveys which employ an array of gear and techniques in order to research, monitor, and assess finfish species important to the state, as well as many east coast fisheries.

Major Tasks to be Performed: Actively participate in a variety of field and laboratory work experiences in order to collect biological data from commercially and recreationally important fish species: Fishery dependent sampling of finfish landed by seasonally employed commercial gear (pound nets, fyke nets, gill nets, crab pots); Collect and prepare ageing structures (scales, otoliths, and spines) from finfish; Juvenile surveys using trawls and seines to sample various juvenile finfish species as part of a long term data base of juvenile abundance; Habitat characterization of the inshore waters of North Carolina's Albemarle Sound including Submerged Aquatic Vegetation density, and identification.

Final Product or Outcome Anticipated: The intern will experience a variety of field and laboratory techniques that are basic to fishery science data collection and essential input for stock assessments.

#37 (1) Manteo

Assessment and Management of Coastal Fisheries Resources on the Outer Banks Intern, Marine Fisheries

Major(s): Marine Biology, Fisheries Science, Biology, Zoology, Ecology, Environmental Science, Wildlife Management, or any related fields.

Project Objective: Assist in various NCDMF independent and dependent sampling programs, collecting data essential to assessing finfish stocks and in the development of NC fishery management plans.

Major Tasks: Fishery independent experience includes trawling for juvenile finfish, fishing gill nets for adult fish or fishing long line gear for adult red drum from various locations along the Outer Banks including Pamlico Sound, Roanoke Sound and Croatan Sound. Along with collecting biological and environmental information from fishery dependent projects, interns will also assist in the tag and release of captured red drum. Fishery dependent sampling experience includes dock side sampling of commercially harvested finfish and crabs from a variety of fishing gear (pound nets, gill nets, long hauls) utilized along NC's outer banks during the summer season.

Final Product or Outcome: Experience a wide variety of fishing gear techniques typically used in the collection

of fisheries information for the management of fisheries resources. Skills learned are invaluable introductory experiences for those individuals interested in a career in fisheries sciences.

#38 (1) Chimney Rock

Historical Archives Manager/Curator, Chimney Rock State Park

Major(s): History, Library Science, Museum Science, Archaeology

Project Objective: Preserve 100-year written history of internationally known state park.

Major Tasks: Catalog, organize, digitize and preserve 100-year history of state park's documents, photos, film, brochures and etc.

Final Product or Outcome: An anthology of the history of Chimney Rock at Chimney Rock State Park that showcases a chronology of pictures, film, significant documents, maps, brochures, press releases, articles and other items that represent the 100-year history of this iconic tourist destination. Oral presentation of information to general public.

#39 (1) Kure Beach

Environmental Educator/Assistant Park Ranger, Fort Fisher State Recreation Area

Major(s): Parks and Recreation Management, Environmental Education, Environmental Science/Studies, Natural Resource/Coastal Management, Biology, Marine Biology and other related sciences

Project Objective: To enhance the visitor's overall experience through educational programs focused on the park's unique species of flora and fauna. To monitor, protect and promote the successful nesting of sea turtles along the park's five miles of undeveloped beach.

Major Tasks: To enhance the visitor's overall experience through development and presentation of educational programs focused on the park's unique species of flora and fauna. To monitor, protect and promote the successful nesting of sea turtles along the park's five miles of undeveloped beach. To assist permanent staff in the day to day operations of a state park.

Final Product or Outcome: Park visitors will have a better understanding of nature and efforts to protect and preserve natural resources. Park staff will have additional programming to continue educating the public long after the internship is completed. The intern will gain a working knowledge of natural resource management through participating in the protection of the endangered Loggerhead sea turtle.

#40 (1) Jefferson

Environmental Education and Natural Resource Projects Intern, Mt. Jefferson State Natural Area

Major(s): Education, Environmental Education, Environmental Studies, Natural Sciences, Parks and Recreation Management

Project Objective: Actively participate in the development and presentation of park education programs for adults and children. Continue monitoring lichen and Aspen study by taking samples, photos, and simple measurements in the field. Update, create, and develop new public programs and displays. Assist with visitor services at visitor center. Develop interpretive and historical site bulletins and developed junior ranger week activities. This may include conducting oral history interviews. Participate in Aquatic Hellbender Salamander Surveys. Finally, you will have fun hiking, canoeing and exploring the parks while you make new friends at New River and Mt. Jefferson State Parks.

Major Tasks: Present interpretive programs, conduct monitoring of lichens, research, improve visitor center services, roving/hiking, working with the public and children. Public programs, hikes, park orientation, and book development including oral history interviews, Some photography. Assist with aspen tree research and monitoring.

Final Product or Outcome: Data from Aspen Tree and lichen monitoring, new park education programs, satisfied and enlightened park visitors, a new junior ranger program, and oral history recordings on CD.

#41 (1) Connelly Springs

Natural Resources Management Educator, Parks and Recreation, South Mountain State Park

Major(s): Biology, Natural Resources Management, Environmental Science, Wildlife Biology or other Natural Science related major.

Project Objective: Provide the general public and organized groups with environmental education programs. Educate park visitors and make them more aware of ongoing natural resource management practices in the park.

Major Tasks: Develop, and conduct educational programs. Plan and advertise programs. These programs will focus on but not limited to natural resources and natural resource practices of the park.

Final Product or Outcome: Increase knowledge and awareness of the park's natural resource management and environmental education programs.

#42 (1) Connelly Springs

Natural Resources Inventory and Monitoring Intern, Parks and Recreation, South Mountains State Park

Major(s): Biology, Natural Resources Management, Environmental Science, Wildlife Biology or other Natural Science related major

Project Objective: Identify and inventory flora and fauna found within South Mountains State Park and where each species is located. Monitor known populations of various species such as bats, black bears, migratory songbirds, fish species and various flora.

Major Tasks: Investigate current databases and research papers to identify floral and faunal elements occurring in South Mountains State Park. Identify, inventory, and record flora and fauna through field notes

including GPS locations and digital photography. Assist with ongoing monitoring of certain species found within the park.

Final Product or Outcome: Expand the park's list of known flora and fauna on the Division of Parks & Rec. Natural Resource Inventory Database (NRID). Increase the knowledge of the park's flora and fauna to allow park managers to make the best possible management decisions to protect native resources.

#43 (1) Raleigh

Internship in Meteorite Curation with Astrophysical Connections, NC Museum of Natural Sciences – Research and Collections

Major(s): Physics, Astronomy or Astrophysics, Geology, Environmental Sciences, or equivalent physical sciences major

Project Objective: This new curatorially-focused internship focuses on creating an organized and extensive photographic and tabular catalogue for the museum's meteorite collection, including provenance, history of purchase/display, and current status (i.e. loan, donation, purchase, exhibition) at the museum. This important database will serve as a template for future growth of the collection. The internship will be interdisciplinary, with connections between meteoritics and astrophysics, including Dr. Smith's research on protoplanetary science, and the importance of meteorites throughout history, from North Carolina to the rest of the world.

Major Tasks: 1. Create a photographic and textual catalogue of the museum's meteorites. Samples will be organized by type, and catalogued with respect to provenance, acquisition, current state of use (i.e. exhibition or research) and other details related to each specimen's path to the collection; 2. Create an online database which can be used as the collection grows; 3. Create visuals related to meteorites for display in the Astronomy Lab; and 4. Outreach of this work within the museum's several venues.

Final Product or Outcome: Database (with an online component) that includes photographic and tabular records of the meteorite specimens at the museum; visualizations for the Astronomy Lab focused on the meteorites and their connections with astrophysical research, solar system origins, and society today (i.e. as remnants left over from asteroid impacts on our planet).

#44 (1) Raleigh

Citizen Science Intern, NC Museum of Natural Sciences – Prairie Ridge

Major(s): Biology (including all related sub-disciplines), Science Education, Forestry, Parks and Recreation, Wildlife Management, Natural Resources, Agricultural Sciences. Would consider communications or related majors if the applicant has a strong interest in science.

Project Objective: Prairie Ridge is the field station for the NC Museum of Natural Sciences. Groups of students, teachers, and the public learn about NC's wildlife, natural habitats, and sustainable living at the 45-

acre site. The intern will help educate the public about citizen science opportunities at Prairie Ridge and the Museum and assist Prairie Ridge staff in their mission of educating the public about the natural world.

Major Tasks: The intern will help design, plan, and implement a mutually agreed upon citizen science-based project that will be completed largely independently. The intern will also work to publicly communicate citizen science opportunities, programs, and results, collect data for a variety of ongoing citizen science efforts, and assist in promoting Prairie Ridge's mission by offering public education opportunities.

Final Product or Outcome: Intern will gain experience defining, planning, and implementing an independent project while gaining knowledge of current practices in the field of citizen science. The intern will also gain experience in developing educational programs and materials, environmental education, working in the natural world, collecting scientific data, and communicating science to the public. Prairie Ridge will gain a valuable resource that will help further the facility's mission and programs and contribute to public education at the site.

#45 (1) Raleigh

Visitor Evaluation at NC Museum of Natural Sciences, NC Museum of Natural Sciences – Exhibition and Digital Media

Major(s): Museum Studies, Marketing, Public Relations, Statistics, Design (Graphics, Architecture, etc.), Natural Sciences (Biology, Paleontology, Ecology, etc.), Education, Psychology, Sociology, Archeology, History, Political Science, Anthropology, Public History

Project Objective: The objective of this project is to quantify and evaluate Museum visitors' demographics, foot traffic patterns, usage of the Museum facilities and programs, and stated preferences for upcoming or ongoing Museum exhibits, programs, or other offerings. This data will help the Museum to provide the best possible educational opportunities.

Major Tasks: The intern would observe and record observations of visitors within the Museum. Intern would interview visitors to determine demographics and user preferences (interests, wants and needs) for exhibits and programs. Intern would analyze and report findings to the Evaluation Committee, Management Team and other staff of the Museum, recommending changes to Museum exhibits, programs, and way finding signage, customer service, or other policies and procedures involving visitors.

Final Product or Outcome: By the end of the internship, Intern will produce either a comprehensive evaluation report or a series of short reports that summarize the current visitors' demographics and preferences and include recommendations for better accommodating visitor preferences. The intern will gain a better understanding of the day-to-day workings of a museum and the various roles and careers within a museum. Materials produced will greatly enhance the intern's professional portfolio.

#46 (1) Raleigh

Visual World Investigate Lab Captain, NC Museum of Natural Sciences – Education

Major(s): Computer Science, Science Education, Graphic Design, Museum Studies, Biology, Chemistry, Earth Science, Ecology, Mathematics

Project Objective: Research and develop an educational multimedia presentation on a scientific topic and serve as a Captain for the Visual World Investigate Lab, a hands-on interactive lab for investigating science through cutting-edge technology. The multimedia presentation will consist of an informative interactive or non-interactive computer program that will be determined by the intern's interest and expertise.

Additionally, the intern will fulfill day lab duties as a Lab Captain, developing teaching and public speaking skills through public interaction and technology experience through the management of computer software and hardware.

Major Tasks: Research, develop, and present an education multimedia project for display in the Visual World Investigate Lab. 2. Serve daily to engage visitors and orient them with the programs offered in the lab. 3. Understand the equipment used in the lab and develops the ability to troubleshoot software and hardware issues.

Final Product or Outcome: An educational interactive or non-interactive multimedia presentation on a scientific topic to be permanently displayed in the lab.

#47 (1) Raleigh

Naturalist Center Intern, NC Museum of Natural Sciences – Education

Major(s): Animal Science, Biology, Biological Sciences, Botany, Conservation, Conservation Biology, Design, Education, Entomology, Earth Science, Environmental Science, Ecology, Fisheries & Wildlife Science, Forensics, Geology, Marine Biology, Marine Ecology, Natural Sciences, Plant Ecology, Science Communications, Science Education, Zoology

Project Objective: Provide an internship opportunity that teaches the following: working with the general public to build citizen science projects, to produce research and educational resources accessible to citizens of North Carolina; and to curate and add to a research-themed natural history collection housed within the Naturalist Center at NC Museum of Natural Sciences.

Major Tasks: The intern will be directly involved with a citizen science project aimed at identifying and mapping locations for records of arachnids across North Carolina. The Intern will aid in the establishment of a research and reference collection, and help create educational tools for the citizens of NC to track species of interest, including medically significant ticks and spiders. The intern will also assist with managing the Naturalist Center which includes talking to visitors about our collections and answering nature-related questions.

Final Product or Outcome: The intern will become experienced working on a scientific project focused on collaboration with the citizens of North Carolina. The

intern will gain skills applicable to careers in public service, extension and outreach, biological research and archival skills applicable to a wide range of educational institutions accessible to the citizens of NC. The intern will grasp working with the public in a unique science education setting, learn collection curation and create an educational exhibit or activity as part of a project and portfolio documenting their summer experience.

#48 (1) Raleigh

Micro World Investigate Lab, NC Museum of Natural Sciences – Education

Major(s): Biology, Biochemistry, Microbiology, Genetics, Molecular Biology, Bioengineering, Chemistry, Science Education, Museum Studies, Bioinformatics, Education, Life Science, Museum Science and Natural Science.

Project Objective: Research, develop and present natural science activities or exhibits to visitors of the Micro World Investigate Lab, one of three hands-on teaching labs located in the Museum's Nature Research Center. The activities or exhibits developed for this lab will help museum visitors understand current scientific topics, methods and/or research. Topics for activities will depend on intern's interest and expertise. Additional project objectives include gaining experience in running a teaching lab, improving public speaking skills through interactions with museum visitors of all ages and abilities, and becoming familiar with the mission, organization and day-to-day operation of a natural science museum.

Major Tasks: Choose topic of interest, conduct appropriate research, and design an activity or exhibit for the Micro World Investigate Lab. Test and present activity/exhibit to visitors by the end of the internship. Assist with the daily operation and maintenance of the teaching lab.

Final Product or Outcome: A hands-on activity or interactive exhibit that teaches visitors about a particular natural science concept or research project.

#49 (2) Raleigh

Summer Camp Intern, NC Museum of Natural Sciences – Education

Major(s): Education, Biology, Zoology, Botany, Natural Sciences, Environmental Education

Project Objective: To enhance the knowledge and experience of an intern with the NC Museum of Natural Sciences as an institution, research facility, and educational resource through summer programs. The Museum's summer programs are fun, informal opportunities for learning through hands-on activities, fieldtrips, games, and crafts. The intern will assist prekindergarten through eighth-grade students as they learn about a wide variety of topics (space, aquatic environments, dinosaurs, etc.) while using live animals, natural history objects, and props. Interns will also interact with parents and staff to ensure clear communication of daily activities and learning objectives. One fourth of the intern's time is devoted to

understanding museums including time spent with exhibits, research, outreach and other education areas.

Major Tasks: Ensure smooth transitions during drop-off/pick-up for summer programs; interact and communicate with children, parents, Museum staff, and researchers in a professional manner; photo document daily (and potential overnight) activities for parents, design, develop, and implement fun learning activities, fieldtrips, and games for a variety of programs themes.

Final Product or Outcome: Experience managing/leading groups of children from diverse backgrounds while teaching about numerous natural history topics. Creation of a photographic and written portfolio of educational activities/games. A positive experience for all campers as they learn experientially with real animals, objects and specimens.

#50 (1) Raleigh

Tropical Educator and Curator Assistant (Living Conservatory Intern), NC Museum of Natural Sciences

Major(s): Biology, Zoology, Horticulture, Botany, Education, Museum Studies, Environmental Education, Entomology, Parks and Recreation, Science Education, Natural Resources, Wildlife Resources, Natural Sciences, Conservation Biology, Adult Education, Conservation, Biological Sciences, Wildlife Biology, Environmental Science, Museum Science, Life Science, Invertebrate Biology, Ecology or related majors.

Project Objective: The intern will learn about tropical environments, public interaction and exhibit husbandry while gaining knowledge and experience with the NC Museum of Natural Sciences as an institution, educational resource and research facility. The Conservatory, a re-creation of a Central American dry tropical forest, is the Museum's premier immersion exhibit where Museum visitors experience a living tropical forest surrounded by butterflies and other live plants and animals. Staff interacts with visitors answering questions related to the tropics and their connections to NC as well as offering a multitude of additional programming.

Major Tasks: The intern will run the Conservatory daily, interfacing with the diverse visiting public and interpreting tropical topics. Additionally, the intern will present educational cart programs and be responsible for the husbandry of animals and plants within the exhibits. The intern will work on other tasks as necessary and develop a special project.

Final Product or Outcome: The intern will become an integral part of the Conservatory staff, especially pertaining to the communication of tropics related information to the general public. The intern will gain knowledge and skills working with the public in a unique immersion setting. The intern will complete a final project, documenting their Museum experience and developing additional educational materials.

#51 (1) Raleigh

Curator Assistant (Arthropod Zoo Intern), NC Museum of Natural Sciences

Major(s): Background in the Natural Sciences is preferred (Major/Minor incl. Wildlife Biology, Gen. Biology, Zoology, Entomology, Ecology, and/or Chemistry)

Project Objective: It is the objective of this position to introduce and familiarize interested persons to the diversity of form and function of this planet's most diverse group of animals, the arthropods (incl. Insects, Arachnids, Crustaceans, and more!). Interns will learn about arthropod care in captivity, their importance in the environment and many more aspects of how museums and zoos function behind the scenes.

Major Tasks: Daily maintenance of the "Living Arthropod Collection" and gallery; field work; program development. The intern will play a role in the preparations of Special Events (incl. our annual "Bugfest" event).

Final Product or Outcome: Unlike other facets within this institution, The Arthropod Zoo requires constant upkeep. Since the emphasis of this gallery is LIVE exhibits and LIVE backup animals for educational programs, there is a "*never ending*" component with the need for renewal and maintenance. The intern will become an integral part of the gallery's upkeep and an important member of the staff, especially as pertains to the dissemination of arthropod related information to the general public and staff. Interns will design and contribute to educational programs (i.e. "Cart Programs" and interact with the public testing the information and delivery of the programs designed).

#52 (1) Raleigh

Discovery Room Intern, NC Museum of Natural Sciences

Major(s): Early Childhood Education, Biology, Natural Science, Environmental Education, Education

Project Objective: To enhance the intern's knowledge base of the N.C. Museum of Natural Sciences as an institution, a research facility, and an educational resource. The internships primary focus is the Discovery Room. This is an intergenerational, interactive exhibit area where visitors of all ages can learn through direct contact with specimens, objects, and staff. Assist visitors of all ages in having a valuable, hands-on, positive, learning experience by using real Museum specimens, objects, live animals, and props like puppets, puzzles, and costumes. Share responsibilities with Museum's Summer Camp Director.

Major Tasks: Keep the Discovery Room open; interact with Museum staff, curators, researchers, docents and visitors in a professional manner; maintain, develop, field test and evaluate current and new Discovery Boxes, Drawers, text, and specimens. Assist with maintenance and care of native plants and animals in the Discovery Room. Assist Museum's Summer Camp Director as needed.

Final Product or Outcome: Produce a Discovery Room activity highlighting a North Carolina's plant, animal and or habitat that connects the Museum and the interest of the intern; create a portfolio of written and photographic materials of materials of experiences at the Museum; provide a positive experience for all visitors as they learn by observation of real objects and specimens.

#53 (1) Corolla

Wildlife and Sea Turtle Educator – Outer Banks Center for Wildlife Education Intern, Wildlife Commission, Outer Banks Center for Wildlife Education

Major(s): Wildlife/Wildlife Biology, Biology, Fisheries, Science Education, Zoology, Natural Science, Natural Resource Mgt, Parks and Recreation, Conservation Biology, Environmental Education, Environmental Science, Marine Biology

Project Objective: This position will work closely with OBCWE and Network for Endangered Sea Turtles volunteers to assist in the implementation of educational programs based at the Center and on the beach. Programs are designed to facilitate the conservation of the state's wildlife and interrelated natural resources and the environment humans share with them. Programs focus on hunting and fishing heritage, wildlife diversity, and citizen science initiatives.

Major Tasks: Education Duties: Creating education materials; deliver public programs with other OBCWE educators (Fishing, Kayaking, Archery, etc.); educational interpretation during field work; maintaining updates to the Sea Turtle exhibit and blog. Field Duties: Responding to sea turtle nests; responding to stranding's; assisting in necropsy education programs of stranded turtles. Administrative Duties: Recording stranding and nesting data; recording and reporting volunteer hours; communicating with volunteer networks and regional partners; organizing photos and samples from stranding events.

Final Product or Outcome: Increase number of education and conservation experiences that can be offered free to the public. Intern will gain experience in a non-formal setting teaching children and adults hands-on programs, gain knowledge and experience in wildlife education and conservation, and gain experience in public speaking.

#54 (1) Pisgah Forest

Wildlife Educator- Pisgah Center for Wildlife Education, Wildlife Commission, Pisgah Center for Wildlife Education

Major(s): Wildlife/Wildlife Biology, Biology, Fisheries, Science Education, Early Childhood, Education, Zoology, Natural Science, Natural Resource Mgt., Parks and Recreation, Conservation Biology, Environmental Education, Secondary Education, Elementary Education, Environmental Sciences, Wildlife Resources, Wildlife Science and Natural Science.

Project Objective: The primary purpose of Wildlife Education is to administer and coordinate educational programs designed to facilitate the conservation of the

state's wildlife and other interrelated natural resources and the environment humans share with these resources. The intern will teach existing programs to the Pisgah Center for Wildlife Education's program participants and interpret the exhibits to the center visitors.

Major Tasks: Teaching wildlife education programs to children (preK-high school) including fishing programs and visitor enhancements thru exhibit interpretation.

Final Product or Outcome: Increase number of education programs that can be offered free to the public. Intern will gain real world experience in a non-formal setting teaching children and adults hands-on programs, intern will gain knowledge in wildlife education, intern will gain experience in public speaking, intern will become valued member of PCWE team. Intern will understand the importance of the North Carolina Wildlife Resources Commission's mission which is "to conserve North Carolina's wildlife resources and their habitats and provide programs and opportunities that allow hunters, anglers, boaters, and other outdoor enthusiasts to enjoy wildlife-associated recreation."

GENERAL ASSEMBLY

#55 (1) Raleigh

Legislative Internship with the North Carolina House of Representatives, House of Representatives

Major(s): Political Science, Communications, Public Relations, Public Policy, History, International Policy, International Studies, Global Studies.

Project Objective: Assist in maintaining the assigned member's legislative office in a manner that provides guidance and resourceful information to constituents from within the member's respective district.

Major Tasks: Assist legislative staff, interacts with constituents, track legislation for future outreach, assist with social media, provide administrative support, and serve as a liaison between the respective member and various offices.

Final Product or Outcome: The intern would leave with knowledge of how state government operates as a result of a first-hand and interactive experience gained throughout the duration of the internship. They will acquire a working knowledge of state government, the legislative process and constituent relations.

#56 (1) Raleigh

Legislative Research Assistant, North Carolina Senate

Major(s): Law, Public Administration; Political Science; Public Policy; English; Communications

Project Objective: The main objective of the internship assignment will include researching proposed or pending public policy issues, assisting with constituent Services, attending Senate member's committee meetings Tuesdays through Thursday as well as daily Senate session. Additionally, the intern will assist staff in representing the Senate office to the public. Other

duties will be required as requested by assigned Senator and his/her staff.

Major Tasks: Overall tasks will focus on data/information research and compilation of legislative issues, resolving constituent concerns, liaison and public communications, and a compilation of writings for Senate office.

Final Product or Outcome: Enhanced information learned about Legislative, State government and the committee processes, extensive training in communication skills through collaboration with state officials on constituent matters and gains the ability to interpret rules pertaining to Senate Legislative session. Additionally, writing skills are improved.

GOVERNOR, OFFICE OF

#57 (2) Raleigh

Community and Constituent Services Intern, Office of Constituent Services

Major(s): English, Political Science, Government, Business, History, Customer Service

Project Objective: Intern will spend summer learning how the Office of the Governor manages constituent concerns on a daily basis and experience how we reach out to communities across the state.

Major Tasks: Interns will become an integral part of the department, participating in all activities including special projects, community outreach, and daily activities that help manage our office. Interns will also have an opportunity to learn about and research legislation, interact with legislators and attend community events with staff.

Final Product or Outcome: A wider understanding of how the Office of the Governor reaches out to constituents, other agencies and elected officials.

#58 (1) Raleigh

Intern to the Chief-of-Staff, Office of the Chief-of-Staff

Major(s): Business Administration, Business, Pre-Law, Public Policy, advanced degree preferred

Project Objective: Gain knowledge and insight of the day to day workings in the office of the Governor's Chief-of-Staff

Major Tasks: Assignments approved by Chief-of-Staff

Final Product or Outcome: Completion and Report of project or tasks preformed

HEALTH AND HUMAN SERVICES

#59 (1) Raleigh

Press Assistant Intern, Office of the Secretary, Communications

Major(s): Journalism, Public Relations, Communications, English

Project Objective: Assist the Press Assistant in fielding media inquiries and updating social media platforms

while representing the Department as a liaison to media outlets across the state.

Major Tasks: Update the media log, craft responses to media inquiries, draft press releases, maintain press lists and assist with daily administrative tasks.

Final Product or Outcome: A portfolio of written media materials and an understanding of communications on the state level of public service.

#60 (1) Raleigh

Conducting Policy Analysis in Child Protection: Get Back to Basics, Office of the Secretary

Major(s): Public Administration, Political Science, Family and Consumer Science, Social Work, Business Administration and Economics

Project Objective: This internship is open to college juniors and seniors and graduate students who are interested in gaining exposure to the field of human services specific to child protection through work in the Department of Health and Human Services to the Deputy Secretary of Human Services and Chief Policy Officer. This internship will provide candidates with real-world, hands-on responsibilities working alongside senior executive management. This is an opportunity to understand service delivery systems in North Carolina between counties and the state as well as policy making and implementation of policy.

Major Tasks: Research state and federal laws, policies and financial resources focused on child welfare and the protection children. Plan, coordinate and accompany senior executive management to internal and external meetings. Create support materials such as charts, graphs, or other visuals. Write internal communications. Evaluate some areas of child protection; summarize ideas to improve efficiency, streamline programs and services, or cut costs.

Final Product or Outcome: Contribute to the strategic plan for the protection of children due to the North Carolina General Assembly, Joint Legislative Oversight Committee on Health and Human Services, January 2016.

#61 (1) Raleigh

EAGLE (Enhancing Accountability in Government through Leadership and Education) Auditor, Office of the Internal Auditor, EAGLE Compliance Team

Major(s): Accounting, Business Administration / Management

Project Objective: The Enhancing Accountability in Government through Leadership and Education (EAGLE) Project is the internal controls program of the Office of the State Controller per House Bill 1551 (2007). The EAGLE Project is required to report on standards, policies and procedures implemented within NC State operations by documenting, testing and evaluating internal controls within each state agency to ensure standards are being met; policies are being followed and procedures are being carried out per management and governmental regulation's intentions.

Major Tasks: As part of the EAGLE Project team, the intern will review internal control documentation, gain an understanding of and document control processes, prepare work papers, perform control tests, evaluate the results of those tests, and assist in communicating the results to management.

Final Product or Outcome: The EAGLE Project will conclude with an overall assessment of the controls identified and tested with a letter to DHHS Internal Control Officer regarding the effectiveness of the controls that have been evaluated. Deficiencies or recommendations regarding the internal control processes reviewed will be sent via conferences and audit report(s) to the Internal Control Officer. The intern will be accountable for presenting their test results and findings to Office of Internal Audit's management team.

#62 (1) Morganton

Broughton Hospital Junior Mentor Program Intern, Division of State Operated Healthcare Facilities, Broughton Hospital

Major(s): Clinical Psychology, Psychology, Human Services, Social Services, Social Work, Sociology, Special Education

Project Objective: The Broughton Hospital Junior Mentor Program is specifically designed to meet four core objectives; to educate youth about mental illness, foster mental health advocacy, develop career interest in psychiatric healthcare, and provide a service-learning opportunity through volunteerism.

Major Tasks: Responsible for general management of youth participants and coordination of program. Research and prepare lesson plans, activities and events to teach students about mental illness, psychiatric care, advocacy organizations, and NC's mental healthcare system. Assist hospital department directors and staff in developing "department specific" mentoring activities that enhance each student's learning experience. Explore partnerships with community agencies and advocacy organizations to schedule guest speakers and events. Perform operational duties that include reviewing and updating handbooks, program policies, surveys, assessments, and other program materials.

Final Product or Outcome: Upon completion of this program, students and interns alike will have acquired a greater knowledge and understanding about mental healthcare to become strong advocate leaders for mental health within their schools, colleges, universities and community.

#63 (1) Kinston

Diabetic Educator – Improving Treatment Outcomes of Diabetic Patients through Education and Pharmacy Interventions, Division of State Operated Healthcare Facilities, Caswell Developmental Center

Major(s): Pharmacy, Nursing, Medicine, Nutrition

Project Objective: To improve the outcomes of treatment for individuals with diabetes and to screen for those individuals who are at risk for developing diabetes.

Major Tasks: The intern will participate in the following:

a) Diabetes screening clinics for employees b) Educational programs and workshops concerning various topics on diabetes care c) Pharmacist conducted patient interviews for employees and clients who have been diagnosed with diabetes or are at risk for developing diabetes d) Review of patient charts with opportunities to make treatment recommendations to appropriate facility staff. e) Learn the standards of care in diabetes and clinical practice recommendations according to the American Diabetes Association

Final Product or Outcome: Confirm that through education and pharmacist interventions one can improve treatment outcomes for those individuals with diabetes and possibly delay/prevent the development of diabetes in those who are at risk for developing diabetes.

Baseline and follow-up patient surveys will be evaluated along with patient's progress towards achieving the clinical goals set by the American Diabetes Association.

#64 (1) Butner

Volunteer Program Coordinator, Division of State Operated Healthcare Facilities, Central Regional Hospital

Major(s): Education, Human Services, Journalism, Psychology, Public Relations, Recreation, Social Work, Sociology, Special Education

Project Objective: To engage volunteer youth (ages 14-17) with an interactive mental health educational mini-camp experience at Central Regional Hospital – an acute psychiatric facility serving children, adolescents and adults. Specific objectives include: educate the youth about mental illness, match youth with therapeutic groups/activities within the hospital, develop career interest in psychiatric healthcare and provide a service-learning opportunity through volunteerism.

Major Tasks: Intern is responsible for general management of a diverse group of youth, which includes planning and coordination of the program. Specific tasks include: preparing engaging educational activities to teach volunteers about mental illness; coordinating field trips, lectures, special events; and matching youth to volunteer opportunities within the hospital. Operational duties include: Review and updating program policies, surveys, assessment, documentation and other program materials.

Final Product or Outcome: Volunteers and intern will have a better understanding of mental illness and mental healthcare. The teens and intern will develop job skills and produce a media project reflective of their experiences. Intern will gain leadership and youth program coordination skills. The intern will produce a notebook, which will be used as a training tool/guide for future interns.

#65 (1) Morganton

Volunteer Program, Division of State Operated Healthcare Facilities, J. Iverson Riddle Developmental Center

Major(s): Communication, Sociology or other Human Service fields – Social Work, Psychology, Education or Special Education, Recreation, Non-Profit Management, Business

Project Objective: The Volunteer program matches youth-aged volunteers with staff and/or residents at J. Iverson Riddle Developmental Center - a residential facility for people with intellectual disabilities. The objective of this summer-volunteer project is to educate the youth about people with disabilities and to expose them to how the residents live their day-to-day lives. The program teaches the youth job skills, increases self confidence and promotes volunteerism within the community. The intern would assist in the program by directly managing the program with the Volunteer Coordinator responsible for the Volunteer Program.

Major Tasks: The intern is responsible for the general management of a diverse group of 50-70 youth involved in the program. This involves monitoring the Volunteers' daily activities; being a mentor/role model for the youth; matching the youth to volunteer sites; coordinating weekly meetings, field trips, lectures and special events; developing bi-monthly newsletter for Volunteers and supervisors; evaluation of the program; managing the program's budget; and record-keeping (documenting volunteer hours, etc.). Another pertinent task is to document the program through video and/or photographs. The intern will be expected to create a scrapbook and video presentation that will be used for reflection and an educational tool, and previewed at an end-of-summer recognition.

Final Product or Outcome: The outcome of the "Volunteer" program is to provide career exploration, positive job skill development, awareness of developmental disabilities and to provide a safe and educational environment for the youth. The final product created by the intern will be a scrapbook and video reflecting different job sites and the experiences of the youth volunteers.

#66 (1) Morganton

Enhancing Spiritual Growth for People with Developmental Disabilities, Division of Health, Substance Abuse and Developmental Disabilities, J. Iverson Riddle Development Center

Major(s): Human Services, Religion, Sociology, Special Education, Philosophy, Christian Education, Theology

Project Objective: The Covenant Center is the spiritual center of J. Iverson Riddle Developmental Center. Its purpose is to support and enhance the spiritual lives of people with developmental disabilities. The internship's purpose is to administer the summer spiritual program for the population of the center who choose to participate. This will include participating, planning and implementing a summer campus wide program as well supporting the ongoing spiritual life programs of the center. An important feature of the project will be working with an interdisciplinary team as well as volunteers from the community.

Major Tasks: The major task will be to coordinate, plan and implement a summer spiritual education program for people with developmental disabilities. To accomplish this, the intern will work closely with the Covenant Center Staff, Creative Therapy, Recreation Therapy and Communication Therapy as well as volunteers from the community. The intern will recruit and train staff and interact creatively with Covenant Center staff to support special summer educational programs as well as ongoing spiritual life programs.

Final Product or Outcome: Final product will be the implementation of the program, written documentation/journal of the intern's experience and a visual presentation of the intern's choosing. The intern may plan and develop a special project. The successful intern will have knowledge and experience in religious life and practice and an interest in the spiritual care of persons with developmental disabilities.

#67 (1) Raleigh

WOW (World of Work) Youth Employment

Internship, Division of Services for the Blind, NC Rehabilitation Center for the Blind

Major(s): Graduate Student with major in Counseling, Rehabilitation Counseling, Guidance and Counseling, Special Education, Psychology.

Project Objective: Intern should be a graduate student enrolled in a major, such as Counseling, Rehab. Counseling, Psychology or Special Education. Interns participate in the development and implementation of the summer work experience program (WOW) for students, who are blind and visually impaired. WOW students are ages 16-19, reside on the Governor Morehead School campus and work in various jobs located in Raleigh. This work experience is often their first job, so they learn the soft skills needed to become a good employee. The program begins with three days of orientation that includes interviewing skills, appropriate behaviors on the job, strategies on how to resolve social and job related conflicts, and safe travel to the job site.

Major Tasks: The Intern will work with the WOW team in reviewing student applications and files to become aware of student skill sets, participate in job site development, assist the students in learning their job duties of their placement, and monitor student progress on the jobsite, and develop power point presentation with student input.

Final Product or Outcome: The intern will assist students in development of their work experience power point, which is presented on the final day of the program.

#68 (1) Raleigh

Geo-enabling Health Data Intern, Public Health, State Center for Health Statistics/Health & Spatial Analysis Branch

Major(s): Geographic Information Systems (GIS), Geography, Epidemiology, Public Health or any related field of study

Project Objective: To geo-enable health data collected by the North Carolina State Center for Health Statistics

which is used for program evaluation and to create policies that help protect the public health of North Carolinians.

Major Tasks: Geocoding, geodatabase management and quality control, creating maps, performing spatial analysis

Final Product or Outcome: Completed geodatabase for 2014

#69 (1) Raleigh

Legal Outcomes in Child Homicides, Public Health, Office of the Chief Medical Examiner/NC Child Fatality Prevention Team

Major(s): Law, Psychology, Criminal Justice, Public Policy, Medicine

Project Objective: Criminal charges and legal outcomes of homicides where the victim is less than 18 years of age appear to be incredibly variable in North Carolina. This multi-year study will examine the factors that may influence criminal charges and the final legal outcomes in child homicides. The findings of this study will be utilized by the NC Child Fatality Prevention Team (State Team), a legislatively mandated program dedicated to preventing child death, to make recommendations to prosecutors, state agencies, other organizations and a legislative task force to address any identified needs or deficiencies.

Major Tasks: Collection and entry of information related to the child victim, perpetrator, legal jurisdiction, criminal charges and final outcome of the criminal case; Research applicable North Carolina laws as well as the structure of the sentencing system; Complete a literature review of legal outcomes in child fatalities; Assistance with data analysis and writing a final report; Presentation of findings to the State Team; Compliance with state and federal confidentiality statutes.

Final Product or Outcome: Assist the team with a written report of the study results; create and deliver a PowerPoint presentation of the results to the NC Child Fatality Prevention Team

#70 (1) Raleigh

Using Wearables to Lower Healthcare Cost in North Carolina, Office of NC FAST,

Major(s): Open to an intern in Business Administration, Computer Science, Computer Engineering, Human Services, Information Systems, Information Technology, Social Services, or Social Sciences major who can demonstrate an awareness of the common healthcare needs of the Aged, Blind, and Disabled population, computer usage skills, awareness of healthcare related wearables, and the initiative to formulate and execute a viable plan of action.

Project Objective: Research current and emerging healthcare wearable devices and their potential usage by the Aged, Blind, and Disabled residents of North Carolina to lower healthcare costs and improve patient care outcomes.

Major Tasks: The salient tasks include: Gain an understanding of current and emerging wearable devices and the healthcare needs of the Aged, Blind, and Disabled (ABD) population; understand the project objectives; develop a plan of action to complete the project and identify progress milestones; submit weekly progress reports; understand the needs and economics of caring for the ABD; obtain and analyze the costs of caring for the ABD; investigate wearables technologies/devices to identify ways to improve patient care; project cost savings for North Carolina if certain Medicaid beneficiaries used wearables; examine trends in the costs and features of wearables; present project findings and recommendations on wearables that could be used by the ABD population in North Carolina.

Final Product or Outcome: Intern is expected to make a written presentation on the information gathered, findings, and prioritized recommendations on how healthcare wearables can be used to deliver better healthcare outcomes to North Carolina residents while lowering healthcare related costs.

#71 (1) Raleigh

Smartphones Usage in Enhancing Social Service Delivery, Office of NC FAST

Major(s): Open to an intern in Business Administration, Computer Science, Computer Engineering, Human Services, Information Systems, Information Technology, Social Services, or Social Sciences major who can demonstrate a basic knowledge of social services programs, computer usage skills, awareness of smartphone capabilities, and the initiative to formulate and execute a viable plan of action.

Project Objective: Research and recommend ways to use smartphones to improve the delivery of social services by local governments to the residents of North Carolina.

Major Tasks: The salient tasks include: Gain basic understanding of current social services offered in North Carolina and the capabilities of smartphones; understand the primary and secondary project objectives; develop a plan of action to complete the project and identify progress milestones; submit weekly progress reports; survey beneficiaries in a few counties and collect data on smartphone penetration levels, costs, demographics, usage, and interest in using smartphones to receive various social services; document survey data in MS-Excel; collate and analyze data; present project findings and recommendations on services that could be delivered via smartphones; identify potential pitfalls or roadblocks to adoption including security, economic, and privacy concerns.

Final Product or Outcome: Intern is expected to make a written presentation on the information gathered, raw survey data, findings, prioritized recommendations, and a suggested plan of action to use smartphones to improve the delivery of specific social services to North Carolina residents.

INFORMATION AND TECHNOLOGY SERVICES

#72 (2) Raleigh

Innovation Center Project, Innovation Center

Major(s): Computer Science, Business with IT emphasis, Management Information Systems, Computer Programming, Engineering

Project Objective: Drive Information technologies transform Information Technology in North Carolina. Lead discussions with and present to agency CIOs and technology leadership, Work with technology leaders to understand their future tech needs, Brainstorm ideas for prototyping, testing, and featuring at the iCenter, Create technology prototypes for both web and mobile interfaces, Develop stunning and interactive data visualizations, Work with tech vendors to setup and demonstrate technology, Demonstrate technologies on demo at the iCenter, Lead tours of the Innovation Center.

Final Product or Outcome: Improved delivery of new IT products.

INSURANCE

#73 (1) Raleigh

Operation Medicine Drop, Office of State Fire Marshal, Safe Kids NC

Major(s): Psychology, Public Health, Sociology, Criminal Justice, Public relations, Marketing.

Project Objective: To improve the coordination and publicity of Permanent Drop Boxes to prevent accidental poisonings and reduce abuse while protecting our waters.

Major Tasks: Contact and verify all existing and new permanent drug take back boxes at Sheriffs offices and Police Departments in NC; Participate in injury prevention efforts at the state and local level including Safe Kids events and activities; Assist with updating marketing materials for Operation Medicine Drop campaigns and promotional items for Permanent Drop Boxes.

Final Product or Outcome: Updated list of permanent drop boxes as well as development of promotional materials to raise awareness about local resources related to injury prevention efforts such as Safe Kids.

JUDICIAL

#74 (8) Raleigh

Summer Intern for Court of Appeals, Appellate

Major(s): Law

Project Objective: Assist in research and writing of memoranda for judges of the North Carolina Court of Appeals for use in resolving and deciding cases before the Court.

Major Tasks: Read and digest record on appeal and appellate briefs. Research appropriate legal arguments

and issues. Discuss cases with Judges and research assistants. Assist in preparation of draft opinions and bench briefs. Check legal citations in draft opinions.
Final Product or Outcome: Draft opinions, bench briefs, and other legal memoranda.

#75 (3) Raleigh

Law Clerk for Supreme Court Justice, Supreme Court

Major(s): Law

Project Objective: Assist in research and writing of memoranda for Justices of the Supreme Court for resolving and deciding cases pending before the Supreme Court

Major Tasks: Read and comprehend appellate briefs, petitions, and records on appeal. Research appropriate legal arguments and issues. Discuss cases with the Justice and research assistants. Assist in the preparation of opinions of cases already argued. Prepare bench briefs for cases scheduled for argument. Complete special projects as requested by the Justice. Write memos on legal issues as specified by the Justice or research assistants.

Final Product or Outcome: Drafts of opinions, preparation of bench briefs, and completed memos.

JUSTICE

#76 (1) Salemburg

Cost Analysis of Mandated Law Enforcement In-Service Training, Training and Standards, NC Justice Academy

Major(s): Accounting, Criminal Justice, Political Science, Business Administration, Economics

Project Objective: To provide a detailed assessment and cost analysis of the development and distribution of annual mandated Law Enforcement Training Packages.

Major Tasks: Research, gathering and analyzing data, critical thinking, communications skills, both oral and written, collaboration

Final Product or Outcome: Comprehensive written report and an oral presentation to senior management.

LABOR

#77 (1) Raleigh

Government Affairs Intern, Administration, Commissioner's Office

Major(s): Government, Political Science, Public Administration, Public Policy, Pre-Law

Project Objective: To provide a motivated student who is interested in state government and the legislative process the opportunity to gain hands-on experience working in the executive office of a Council of State agency. The intern will work directly with the Commissioner's Governmental Affairs team as well as other members of the Commissioner's staff and will be able to spend a significant portion of their internship

monitoring legislative activity and tracking legislation of importance to the department.

Major Tasks: The intern will be responsible for maintaining a tracking system of all bills relevant to the department; reviewing daily House and Senate Calendars, attending and taking notes during legislative committee meetings and House and Senate sessions, and conducting research on legislative and policy issues. The intern will also assist with the production of briefing and logistical material for the Commissioner's statewide travel and research and respond to a variety of constituent inquiries. Some additional responsibilities will be tailored toward the specific interests of the student in order to maximize the internship experience.

Final Product or Outcome: The student will exit this internship with a significant awareness of state government, the legislative process and the day-to-day functions of a state agency at the highest level. The intern will have first-hand knowledge of the lawmaking and budgetary process and will also leave with a portfolio of research and writing samples.

#78 (1) Raleigh

Agricultural Safety Trainer, Occupational Safety and Health, Agriculture Safety and Health

Major(s): Spanish, Public Health, Pre-med, Education.

Project Objective: To improve agricultural safety and health on NC farms through outreach and education.

Major Tasks: On farm safety training. Such training will assist both growers and farm workers in the recognition and prevention of safety hazards on the farm. Training will involve safety issues such as the recognition and prevention of heat stress/heat stroke; safe operation of farm equipment; pesticide knowledge; green tobacco sickness recognition and prevention.

Final Product or Outcome: The intern will assist on on-farm training, and will create and distribute a publication or product (news bulletin, photo book, poster, and video) of their design.

LIEUTENANT GOVERNOR, OFFICE OF

#79 (1) Raleigh

Internship – Office of the Lieutenant Governor, Lieutenant Governor's Office

Major(s): Communications, English, History, Political Science, Pre-Law, Public Policy

Project Objective: Interns will assist with a variety of tasks with in the Office of the Lieutenant Governor, including policy research, briefs, reports, constituent services, communications, administrative duties and event staffing. By participating in integral office duties, interns will gain a further understanding of state government and the responsibilities of the Lieutenant Governor.

Major Tasks: Daily tasks include compiling news briefs from the state's major news sources, updating county information prior to the Lieutenant Governor's trips to various communities, and engaging in various research-

based tasks pertaining to current issues and events. Interns will also assist with constituent work in order to build relationships with other state agencies.

Final Product or Outcome: Interns will gain a first-hand perspective toward state government operations. They will witness how the Lieutenant Governor plays a role within the executive and legislative branches of government. Interns will have a greater understanding of statewide issues that affect North Carolina. Additionally, they will experience a genuine feeling of civic participation within state government.

PUBLIC INSTRUCTION

#80 (1) Raleigh

NCDPI Communications Specialist Intern,
Communication and Information

Major(s): Political Science, Education, Journalism, Communications, Public Relations

Project Objective: Provide students an opportunity to gain knowledge and skills in public relations, media strategy, and state education policy and programs.

Major Tasks: Writing, editing and distributing press releases, letters, feature stories, blog entries, and other documents; assisting with communications planning, press conferences and other special events; conducting research, updating databases and compiling and distributing electronic news clips.

Final Product or Outcome: The intern will help the NCDPI Communications Division to share and promote the positive stories from North Carolina's public schools while strengthening his or her own writing skills and developing a deeper understanding of public education in this state.

#81 (1) Raleigh

Developing a School Support Team for North Carolina's 115 School Systems, Safe and Healthy Schools Support Division

Major(s): Behavioral Health, Education, Social Work, Psychology, Human Services, Public Policy

Project Objective: To collaborate with the NC Department of Public Instruction and School Administrators in North Carolina's 115 school systems to develop a School Support Team configuration that can be replicated in all 115 school systems – rural & urban.

Major Tasks: National and statewide literature reviews, preparation of a design proposal for a replicable on-site school support team that will benefit our K-12 population, collaborative conferences for input from local school administrators, university partners and department of Public Instruction personnel regarding the proposal. Presentation of the proposal to the Director of the Safe and Healthy Schools Support Division and the Governor's Center for Safer Schools.

Final Product or Outcome: A recommended School Support Team configuration that will provide a basis for early intervention and prevention of behavioral health issues in North Carolina's K-12 student population.

PUBLIC SAFETY

#82 (3) Raleigh

Planning and Policy Analysis Intern, Administration, Administrative Analysis

Major(s): Computer Science, Business Administration, Public Administration, Criminal Justice

Project Objective: To assist the policy and strategic planning section of the department with on-going special projects within the various divisions (Law Enforcement, Adult Corrections and Juvenile Justice, and Administration). Interns will obtain a clear understanding of the policy and planning aspect of state government. Allow students to be placed in real-world projects to enhance their planning and policy development capabilities. Clearly understand how each agency within the department operates and serves the public. All projects work to improve the efficiency of the department.

Major Tasks: Intern(s) will create departmental training material, develop and manage forms using LiveCycle and software applications. Interns will have an opportunity to develop facilitation and project management skills.

Final Product or Outcome: Intern will gain insight into various administrative and management functions within the department. Interns will gain hands-on experience in the development of various administrative policy and planning deliverables.

#83 (2) Raleigh

Geomatics videographer: Instructional and Historical Video Producer, Emergency Management, Risk Management

Major(s): Cinematography, Communications, Geomatics, Multimedia Design

Project Objective: To develop professional quality educational and instructional videos similar to the videos produced by the National Geodetic Survey (NGS) (http://www.ngs.noaa.gov/web/news/NGS_Videos_on_Geodetics_Datums.shtml) and by such private surveying firms as Image mapping Corporation (<http://www.igage.com/v/index.htm>) on the following topics: How to use the North Carolina Geodetic Database (<http://ncgs.nc.gov/geodeticmonuments/>); How to use the Virtual Reference System (VRS) post-processing application; and the History behind the re-establishment of the North Carolina – South Carolina state boundary.

Major Tasks: The intern would work with the Chief of the NC Geodetic Survey (NCGS) and other staff members to learn and present: principles of geomatics, land surveying techniques, how to use the geodetic applications, and the history behind the reestablishment of the NC-SC boundary. For each video, the agency would consult with the intern on the goals of that video and how those goals could be achieved. The agency would provide the intern with a computer, screen capture software, video editing software, a digital camcorder, a microphone, and staff members to demonstrate the land

surveying techniques and explain the history of the NC-SC border.

Final Product or Outcome: Professional quality videos posted on the agency's website with credit given to the videographer intern.

#98 (1) Raleigh

(Note: project number is out of chronological order)

Emergency Management Website Update Intern,
Emergency Management

Major(s): Communications, Government, Information Technology, Public Administration, Public Policy, Technical Writing, Web Applications Development and WEB/Graphic Design.

Project Objective: Update the content and organization of information on the NC Division of Emergency Management's website. The audience for this information includes both citizens and public safety officials from various disciplines.

Major Tasks: Intern would work with each Section within the Division to identify content that needs to be updated and to determine a content organization strategy for the website

Final Product or Outcome: An NC Division of Emergency website with up-to-date content that is organized in a rational and logical manner with no duplication or contradictory information.

#84 (1) Raleigh

Auditing the Performance Measures of Crime Victims' Services Project, Governor's Crime Commission, Crime Victims' Services Planning

Major(s): Criminal Justice, Criminology, Political Science, Pre Law, Psychology, Public Administration, Public Policy, Social Work, Sociology

Project Objective: To perform an audit of performance measures for grant projects that provide services to victims of crime. This project will help the Governor's Crime Commission (GCC) improve its ability to produce meaningful information on the performance of federally-funded projects which will help facilitate future GCC funding decisions. Enhanced measures will allow the GCC to aggregate performance data on the accomplishments of similar programs while also fulfilling requirements set forth by federal funding agencies.

Major Tasks: In an effort to enhance the Governor's Crime Commission's approach to performance measurement, the selected candidate will conduct an assessment of current objectives and performance measures of GCC projects serving victims of crime. In addition, a document of best practice research-based performance measures will be compiled to aid individual victims services programs in developing appropriate measures during the grant writing process. Lastly, the intern will conduct site visits to gather input from current grantees on the proposed measures.

Final Product or Outcome: At the completion of the internship, the student will have produced a written document outlining audit findings and suggestions to

improve performance measurement data for future grant projects. The document will also outline suggested performance measures to be used by Crime Victims' Services projects that share common missions.

#85 (1) Raleigh

Judge Advocate General [JAG] Intern, Public Safety
Major(s): Law and pre-law students are preferred but all majors will be considered.

Project Objective: To assist the Staff Judge Advocate in providing legal services to the Adjutant General of the North Carolina National Guard and his Joint Force Command Staff as well as to Soldiers, Airmen, and their families.

Major Tasks: Intern will research issues such as administrative law, contracts and fiscal law, criminal law, civilian personnel law, ethics, decedents' estates, wills, and general legal assistance matters. In addition, intern will also participate in Staff and client meetings as well as provide assistance to Judge Advocates with briefings and development of legal opinions and advice.

Final Product or Outcome: To provide legal services to all facets of the NC National Guard in an effective and efficient manner.

#86 (1) Raleigh

GIS Mapper, NC National Guard, Construction Facility Management Office

Major(s): GIS, Natural Resources, Forestry, Geography, Computer Science

Project Objective: Create maps to be utilized for shared situational awareness during natural disasters. Convert maps into maps services using ArcServer Manager for customer use in a dynamic web-based viewer.

Major Tasks: Create maps from existing geo-databases/ma services/geo-rss feeds. Publish maps using ArcServer Manager. Add map services to a web-based viewer. Assist others in development of useful applications for the web-based viewer.

Final Product or Outcome: Unique map services for customer use in a dynamic web-based viewer

#87 (1) Raleigh

GIS Applications Developer, NC National Guard, Construction Facilities Management Office

Major(s): GIS, Computer Science

Project Objective: Develop creative software applications (widgets) to augment an existing GIS platform to help the North Carolina National Guard catalog existing building inventory, site physical features and real property; achieve operational goals; explore environmental challenges; and execute an assortment of engineering missions.

Major Tasks: Build tools in JavaScript to query against the database and display results in a spatially-accurate, dynamic, web-based viewer.

Final Product or Outcome: Create an innovative information system that can be accessed from the internet to provide information on personnel, equipment,

facilities, and environmental data in support of the north Carolina National Guard. Merge spatial data with non-spatial data to create a more accurate and complete representation of events during daily and emergency response activities.

#88 (1) Raleigh

Energy Audit Specialist, NC National Guard, Construction Facilities Management Office

Major(s): Mechanical Engineering, Electrical Engineering, Energy Management

Project Objective: Develop comprehensive energy audits focused on multiple facilities in Central North Carolina.

Major Tasks: Explore existing North Carolina National Guard facilities and pinpoint building thermal energy envelope problems, ineffective lighting conditions, obsolete mechanical systems or other wasteful conditions. Identify corrective actions that should be considered and prioritize energy conservation alternatives. Quantify project costs versus potential savings to determine investment payback periods using the Life Cycle Cost Analysis (LCCA) method. Present final project recommendations and a written report for each site to supervisor and higher ranking funds managers.

Final Product or Outcome: Provide useful final reports that address existing conditions, opportunities for improvement, and practical energy conservation projects that can be justified due to short investment payback periods.

#89 (2) Raleigh

Energy Engineering Interns, Adult Correction & Juvenile Justice, Central Engineering

Major(s): Mechanical Engineering, Electrical Engineering, Energy Engineering, Industrial Engineering, Civil Engineering, Architecture

Project Objective: Interns will work with Central Engineering's Energy Manager to complete the documentation of utilities at DPS facility locations throughout the State of North Carolina, including National Guard, SBI, and other key agency properties, as directed. Interns will also assist in utilizing utility billing database to increase data accuracy, and identify potential energy and cost savings at facilities. One (1) Field Energy Intern position and one (1) CAD Energy Intern position will be required to accomplish this objective.

Major Tasks: Field Energy Intern will be conducting site visits throughout the State of North Carolina documenting the location of utilities and utility meters and communicating the information in written format to Central Engineering CAD Department for inclusion into record documents for each unit. CAD Energy Intern will be working with the CAD Dept. in preparing site information and finalizing CAD drawing from the information obtained through the field investigations. In addition, interns will work with the utility billing database to update facility utility account information, to identify

trends in utility usage, and ascertain energy and cost saving projects.

Final Product or Outcome: The interns will play a vital role in the development of site drawings documenting the utility locations at each DPS unit for future use by Central Engineering, Maintenance, and Management. They will also prepare reports documenting utility usage at each facility to identify where energy savings projects should be concentrated, and verifying the accuracy of facility utility information.

#90 (1) Raleigh

Pre-Release Employment Curriculum Designer, Adult Correction & Juvenile Justice, Correction Enterprise

Major(s): General Education; Curriculum Design; Learning & Technology; Communications

Project Objective: To help reduce inmate recidivism rates for Correction Enterprise's trained inmates by equipping the population with necessary tools to be successful upon re-entry into society

Major Tasks: Create a 4-hr class curriculum for inmates on resume writing, interview skills, and mock interviews. Roll out program and teach 10 classes

Final Product or Outcome: Increased knowledge of inmates, transferrable life skills obtained by inmate, and inmates become more marketable to perspective employers

#91 (1) Raleigh

Computer Support Specialist, Adult Corrections and Juvenile Justice, Correction Enterprises

Major(s): Computer Science; Computer Networks & Security; Information Systems Management; Digital Media & Web Technology; Software Engineering; Computer Engineering

Project Objective: To assist the IT team in reimaging and updating computer systems throughout Correction Enterprise facilities

Major Tasks: Asset management system – Entering data into new asset management system. Installing software and hardware

Final Product or Outcome: Facilities will run more efficiently and continuity of service will be maintained. Fixed Assets will be tracked more efficiently.

#92 (2) Raleigh

Criminal/Intelligence Analyst, Adult Corrections and Juvenile Justice, Security Services

Major(s): Criminal Justice, Law Enforcement, Criminology, Corrections, Research and Quantitative Analysis

Project Objective: To prepare the intern who majors in Criminal Justice, Law Enforcement, Criminology, Corrections, Research and Quantitative Analysis with hands on training working with Adult & Juvenile offenders incarcerated and/or under Community Supervision (Probation & Parole). Interns will become familiar with the duties and responsibilities associated with Research and Criminal Analysis.

Major Tasks: The intern will assist with specialized investigative work in the area of gangs. In addition, the intern will conduct original research and gathering, analyzing, and reporting information, interpreting and determining the direction of investigations and probable cause. The intern will be responsible for record management as well as report preparation requiring tactical and strategic intelligence and analysis.

Final Product or Outcome: The intern will gain considerable knowledge associated in the area of correctional intelligence and gangs. The acquired skill set will assist the intern in Criminal Justice and Research and Quantitative Analysis.

REVENUE

#93 (1) Raleigh

Marketing and Communications Intern: Business Income Tax eFile Initiative

Major(s): Advertising, Communications, English, Marketing, Sales, Technical Writing, Business, Public Information, and Public Relations.

Project Objective: Named by Secretary of Revenue Lyons Gray as a top Department initiative for 2014, the Modernized eFile program (known as MeF and / or eFile) will expand the electronic filing system to allow electronic filing of business income taxes. This major initiative will boost customer service for North Carolina's business income taxpayers, and is planned to continue expansion in 2015 with a major focus on increasing adoption rates. This initiative affects over 241,000 North Carolina corporate income and franchise taxpayers, as well as over 104,000 partnership income taxpayers, and more than 56,000 estate and trust income taxpayers. The successful marketing and communication internship candidate will work with a variety of experienced Revenue employees to play a role in developing and executing a successful marketing and communication campaign to support this significant eFile expansion. The intern will benefit in a number of ways: by strengthening his / her planning, marketing, communication, and software skills, by working with a variety of business professionals, and by supporting a major eServices initiative for the State of North Carolina. 'In 2012, the Department of Revenue partnered with the Internal Revenue Service and began participation in the Modernized Electronic Filing (MeF) program for personal income tax returns, but not for corporate returns. The MeF platform gives taxpayers the opportunity to submit both federal and state tax filings electronically in one combined action. The Department plans to add corporate income filings to the MeF program in 2014 in time for the 2015 filing season, providing the business community with an easier and quicker method of filing annual tax returns, more efficient customer service, and faster refunds.' Excerpted from NC Gear, April 2014.

Major Tasks: Assist in analyzing marketing-related data including target audiences, internal / external stakeholders, marketing best practices. Assist in creating

deliverables including signage, website and social media content, e-mails, flyers, presentations, meeting agendas and minutes, and press releases. Assist in distributing / delivering marketing and communication materials. Assist in customer education at seminars and conferences. Assist in developing and maintaining reports of public relations activity.

Final Product or Outcome: The intern will gain hands-on experience in developing marketing and communication strategies, determining best marketing and communication methods, creating marketing and communication products, delivering camera-ready products, and measuring project success.

#94 (1) Raleigh

Jump Start Program Intern, Taxpayer Assistance, Customer Education

Major(s): Business, Business Administration, Finance, Accounting, Public Information, Public Administration or related.

Project Objective: To educate taxpayers on the benefits of using the DOR online applications. To assist with proactively educating small business owners on their tax obligations and working closely with them during start-up to ensure that they understand those obligations and feel comfortable to contact their "personal education officer". This will result in taxpayers voluntarily complying with the tax laws.

Major Tasks: Greeting taxpayers as they enter the Service Ctr. and offer to educate them on how to file and pay their taxes online. Emphasizing the benefits of filing/paying online as well as demonstrating other online services we have available. Submit a report which identifies the number of taxpayers who received the demo and indicate whether they intend to use the service in the future...why or why not. Also include the number of taxpayers who did not have an interest in the demo and identify why they did not choose to see the demo and document if they would use the online service in the future. The intern will be tasked with working closely with a TPA Education Specialist while providing service to participants in the Jump Start Program. Intern will assist with follow up contact to the Jump Start participants. The intern will explain the purpose of the program to small business owners. The intern will attend the internal Small Business Seminars and assist with participant registration. The intern will also document tax questions asked during the seminar.

Final Product or Outcome: Increase in online usage by taxpayers and decrease of walk-in customers to the Service Centers. Assisting with the Jump Start Program will help to ensure continuous compliance and tax education for new and delinquent business owners. The intern will leave with the knowledge of how the Department operates as a result of first-hand interactive experience with taxpayers and Departmental staff gained through-out the duration of the internship. The intern will also gain general tax law knowledge and will be able to complete his/her personal income tax return.

STATE ETHICS COMMISSION

#95 (1) Raleigh

Legal and Policy Affairs Intern, Ethics Commission
Major(s): Law, Government, Political Science, Public Administration

Project Objective: To contribute to the Ethics Commission's overall mission of protecting the public interest and maintaining the public trust by assisting with discrete research projects designed to enhance the public and regulated community's understanding of the requirements of the Ethics Act and Lobbying Law and the Commission's enforcement of those laws. Intern will learn about State government, including the operations of the NC General Assembly and numerous State agencies and boards; ethical principles applicable to public officials, including conflicts of interest and gifts restrictions and financial disclosure requirements; and legal restrictions pertaining to lobbyists and the businesses they represent.

Major Tasks: Intern will conduct research concerning conflicts of interest, the gift ban, and the lobbying reporting provisions. Intern will assist with the Commission's financial disclosure evaluation process. Intern will conduct research regarding confidentiality protections and due process requirements applicable to complaint investigations, the functions of various State boards subject to the Ethics Act, and the manner in which ethics education and advice is provided in other states. Intern will also assist with complaint investigations as necessary.

Final Product or Outcome: Intern will draft research memoranda, summarize how ethics education and advice is provided by other states, finalize financial disclosure evaluations, and prepare summaries of complaint interviews.

STATE HUMAN RESOURCES, OFFICE OF

#96 (1) Raleigh

Legal Intern for General Council, Director's Office

Major(s): Law

Project Objective: To provide legal research, writing, and analytical training to a law student in the State government milieu, especially in the context of public employment law.

Major Tasks: Analysis of legal issues facing government lawyers, especially in the area of public employment, including legal research and drafting of legal memoranda.

Final Product or Outcome: Preparation of multiple memoranda which can be used as writing samples for future employers.

TRANSPORTATION

#97 (1) Raleigh

NCDOT Media/Public Relations Intern,
Communications Office

Major(s): Journalism, Communications, Public Relations/Media Relations, Political Science, English
Project Objective: This project will give the intern a better understanding of how the N.C. Department of Transportation, state government and the media operate, as well as the daily responsibilities of

communications professionals in the public sector. The intern will assist Communications Office staff with internal and external communications efforts to keep the media, public and department employees informed about NCDOT's projects and initiatives.

Major Tasks: Draft news releases, speeches, feature articles, blog posts, video scripts and other written materials. Pitch story ideas to media outlets to attain coverage. Utilize social media tools such as Twitter, Facebook, YouTube and Flickr to inform the public. Help plan and attend events and meetings on behalf of the office as needed. Assist with research and compiling daily news clips.

Final Product or Outcome: The intern will have numerous writing samples to include in a portfolio, demonstrated experience meeting deadlines in a high-profile state government communications office, and a working knowledge of how to use video and social media to promote critical messages. Visit this link - <http://tiny.cc/mbufm> - to hear 2011 YAIIO Intern John Daniels discuss how his experience is helping him prepare for a future career.

#98 (Note: Project 98 is listed on page 31)

Helpful Tips for Potential Interns

Before you apply ...

- ◆ Be sure your outgoing voicemail message sounds professional. You should state your name or phone number and little else. Avoid songs, impersonations, political or religious messages or jokes.
- ◆ Your email addresses should be based on your name or initials, and little else. Clever or cute email addresses can convey a lack of professionalism. Addresses such as cutepuppies@, peacedolphins@, grrlpower@, genius2004@, or beautifulgoddess@ may impress your friends with your humor and wit, but do your application a significant disservice.
- ◆ Use an email account from your school or sign up for a free email service (such as yahoo or hotmail) that will accommodate a more professional address. You may wish to use a separate email account for your internship/job search to keep organized.
- ◆ Check your email regularly and make sure that the mailbox is not so full that it rejects new mail. Also check your "junk" or "spam" email folders periodically in case your email filters some important emails. Employers increasingly rely on email for communication.

Your cover letter...

- ◆ A cover letter is a standard career development tool, and its importance cannot be overstated. You should include a cover letter every time you submit a résumé for a job application, even if you are sending it electronically. Visit a career counselor at your campus career center for advice and assistance.
- ◆ Your cover letter should be in business letter format; it should always include your return address, the date, recipient's information (if available), greeting, text body, closing and signature. Generally, it should be limited to one page. The body of the letter is generally comprised of three or four paragraphs:
 - The first paragraph states the position(s) for which you are applying and your general qualifications, and may also include personal contacts you have in the organization (as appropriate).
 - The second and possibly third paragraphs explain your qualifications and experience, as they relate to the position for which you are applying. Avoid simply recapping your résumé; tailor the information to the position.
 - The final paragraph requests an interview (if appropriate), tells the employer how to get in touch with you, states that you will be following up proactively, and thanks the employer for her or his time and attention.
- ◆ The tone should be cordial and professional. Avoid sounding informal or overly familiar. Use a standard font, such as Times New Roman or Arial, in 11 or 12 point.
- ◆ Always sign your letter by hand. Your signature belongs above your typed name at the end of the letter.
- ◆ When an employer requests an email submission of the cover letter and résumé, include your cover letter text in the body of the email AND as an attachment. Leave the signature space blank or include your personal signature as a scanned picture file.
- ◆ Check, recheck, and triple check your grammar, diction and spelling. Utilize your computer's spell check, but do not rely on it exclusively. Don't forget: The computer cannot point out if you mistake "there" or "their" for "they're."
- ◆ Ask a career services advisor or other trusted member of the career world to look over your cover letter. Your college or university should have these resources available to you.

Examples of cover letters and additional advice are available at the following sites*:

<http://www.internweb.com/top7.asp>

<http://jobstar.org/tools/resume/clet-ex.php>

Your résumé...

- ◆ Always clearly list your name and contact information in a large font, at the top of the résumé and on each subsequent page. This includes your name, address, phone number(s), and email address.
- ◆ Résumés for job seekers just out of college are generally one page long. You can exceed this limit as long as the information given is clear, concise and relevant.
- ◆ Titling your résumé "Résumé" is redundant and may appear unprofessional.
- ◆ Experts disagree about the importance of stating a career "Objective" on your resume.
 - Many employers assume that obtaining the applied-for job is your objective and would prefer you use the extra space for highlighting your skills and experience in those sections.

- Other experts assert that inclusion of an objective demonstrates goal-orientation and focus. If you do list an objective, make it clear, concise and relevant; use it to grab attention and create impact.
- An objective should convey mutual benefit to you and the employer, not just state that you are seeking a job. This approach gives you an opportunity to highlight your main skills or specialty of interest.
- ◆ Use creative or custom headers aside from the usual “Work Experience” to categorize your work, volunteer activities, campus activity and/or internship experiences. More specific headers grab your reader’s attention and can help you to stand out from the crowd.
- ◆ Your interests or hobbies are irrelevant; in most cases, they do not belong on your résumé.
- ◆ Do not include references or the line “References available upon request” on your résumé. There is no need to do so; employers assume you have them and will ask for them when it becomes relevant.
- ◆ Do not attach a photograph or include personal information such as marital status, date of birth, religious or political affiliations, etc. It is generally unlawful for employers to request such information and providing it may appear unprofessional.

Further resume advice and formatting ideas are available at the following sites*:

<http://www.jobweb.com/Resume/help.aspx?id=274>

<http://career-advice.monster.com/resumes-cover-letters/resume-writing-tips/jobs.aspx>

* Suggested web sites are not associated with the N.C. State Government Internship Program and their content does not necessarily reflect the opinions or attitudes of the program or its affiliates.

Keys to Success

Employers in North Carolina government agencies assume that interns will meet certain expectations. These expectations may vary by agency, but the following are generally accepted as standard for the North Carolina State Government Internship Program.

GENERAL PROGRAM EXPECTATIONS

- ◆ Attend the program orientation and enrichment activities.
- ◆ Complete the 10-week project.
- ◆ Complete and submit timesheets by indicated deadlines.
- ◆ If applicable, meet guidelines for academic credit at your home institution.

STARTING OUT AT THE AGENCY

- ◆ Make a good first impression and dress appropriately for the job.
- ◆ Be prompt and assume responsibility for regular attendance.
- ◆ Research and respect agency policies.

DEVELOPING A PRODUCTIVE INTERNSHIP EXPERIENCE

- ◆ Complete tasks in a reasonable amount of time.
- ◆ Be culturally competent; adjust to a variety of circumstances and people.
- ◆ Ask for guidance, share ideas and express concerns.
- ◆ Seek additional responsibilities and challenges.
- ◆ Reflect upon what you are learning and be open to evaluation.
- ◆ Complete internship program evaluation.

We at the Youth Advocacy and Involvement Office are available to you for information and support, from the application process through the internship and beyond. If you have questions, concerns or special situations, call us at (919) 807-4400.

Best of luck in the selection process!